

**LAKE IN THE HILLS SANITARY DISTRICT
AGENDA
REGULAR MEETING
OF THE BOARD OF TRUSTEES
June 13, 2019
7:00 P.M.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Roll Call

Approval of the Minutes

Public Comments

Consent Agenda

- A. Approval of proposal from Conrad De Latour & Associates for subsurface investigation of the Beach Lift Station.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$155,965.38 of which \$28,856.37 is from the General Corporate Fund, \$112,651.51 is from the Operations and Maintenance Fund, \$14,457.50 is from the Construction Fund, and \$0 is from the Bond and Interest Fund.

Manager's Report

Operations Update

Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Rescheduled Meeting Minutes
May 23, 2019**

Swearing in of New Trustee:

District Clerk administered the Oath of Office for new Trustee Jessica Reed.

Roll Call:

The regular meeting was called to order by President Hansen at 7:00 pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Eric Hansen, Trustee Cheryl Kehoe and Trustee Jessica Reed. Also present were Assistant District Manager Tamara Mueller, District Engineer Peter Kolb of Applied Technologies, Attorney Melissa Wolf of Storino Ramello & Durkin and District Treasurer/Clerk Karen Thompson

Approval of Minutes:

Motion was made by Trustee Kehoe and seconded by President Hansen to approve the Minutes of the Regular Board Meeting of April 11, 2019 as presented. On a roll call vote, President Hansen and Trustee Kehoe voted aye. Trustee Reed voted present. Motion passes and the Minutes are approved.

Public Comments:

Connie Forner of Harvard said that she had a correction from a previous meeting. She indicated that in a previous meeting she heard the Assistant District Manager state that the reason the District did not win the plant of the year award from IAWPCO was because of a messy garage. She further indicated that as the wife of the District Manager, she has personal knowledge of the maintenance staff and she knows how much pride they take in the facility. She also understands that the Assistant District Manager takes pride in the maintenance of the facility. Additionally, she confirmed from the District Manager (who attended the awards banquet) that the award went to a very deserving plant where the manager was retiring after many years of faithful service. She wanted to set the record straight on this. She stated that the maintenance staff here are amazing and were very disappointed when they received that erroneous feedback. She would like President Hansen to set the record straight with them.

Joseph Greenwood of Lake in the Hills spoke of his background in the military. He spoke of a Brigadier General whom during a meeting stated "I expect you to do your job". Mr. Greenwood indicated that this statement stuck with him and he feels the need to mention that tonight. He further stated that sometimes doing the right thing can be hard, but you have to do your job. As long as you are doing what's right, you are okay.

Terry Easler of Crystal Lake asked why the Special Meeting that was scheduled for May 16, 2019 was canceled. Attorney Melissa Wolf stated that an employment matter was going to be discussed at that meeting; however, the person who was the subject of that matter rescheduled for today. Mr. Easler further reminded the Board and the Attorney that their primary objective should be to represent the Sanitary District and nobody else. That is what the Trustees are paid for. If the Trustees cannot fulfill that duty, they should step aside and let someone who can fulfill that objective take their place. He further requested that the Attorney provide something in writing stating that their law firm does not have any conflict of interest with any other District or County. Attorney Wolf indicated that if the Board

President requests that document, she would provide it. She further stated that based upon their research, they have no conflict of interest.

Consent Agenda:

- A. Approval of writing off uncollectable residential accounts per staff's recommendation.
- B. Approval of salary adjustments effective May 1, 2019.

Motion was made by Trustee Kehoe and seconded by President Hansen to approve the Consent Agenda as presented (Items A & B). For purposes of the open meetings act, Attorney Wolf asked that the salary adjustments be read aloud. President Hansen read each employee's salary aloud. One member of the audience asked why that private information needed to be read aloud. Attorney Wolf indicated that it is all public information. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye.

Specific Agenda:

- A. Voting for President, Vice President, Treasurer and Clerk.

Trustee Kehoe nominated Eric Hansen for President. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

President Hansen nominated Cheryl Kehoe as Vice President. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

President Hansen nominated Karen Thompson as Treasurer and Clerk. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

- B. Designation of Tamara Mueller as FOIA Officer.

Motion made by Trustee Kehoe and seconded by President Hansen to approve Item B on the Specific Agenda as presented. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye.

Treasurer's Report:

District Treasurer presented written copies of the April 2019 Treasurer reports and provided a verbal summary. She informed the Board that all of the budget amendments that were approved last month in Ordinance Number 397 have been integrated into the April Treasurer reports. She further reminded the Board that April 30th ended the District's fiscal year, therefore, the year to date column reflects the fiscal year end cash basis figures. She further stated that April was a quarterly bill due month as referenced on the O&M report under revenues and receipts. Additionally she pointed out the expense under capital improvements/vehicles which was for the purchase of the dump truck that the Assistant District Manager spoke about last month. She then directed the Boards attention to the Governmental Fund report. She indicated that in April we made two payments to IMRF. One was for our regular monthly payment and the other was to use the remaining funds in the budget to directly pay down the District's liability for the Early Retirement Incentive (ERI). This was something that she and the District Manager had planned to do and it appears that the District Manager allotted additional funds in the 2019-2020 budget to make some additional ERI payments.

Motion was made by Trustee Kehoe seconded by President Hansen to approve the April 2019 Treasurer reports. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye.

Approval of Bills:

District Treasurer presented a list of bills for approval. She pointed out some of the higher or atypical bills and provided some detail. She also provided the Board with an update regarding the repair charges from AT&T that we were disputing. The credit from AT&T was received on the last bill, however, there was another repair charge that we are disputing. Lastly, she indicated that she has copies of the bills on hand if any of the Trustees would like to look at them.

Motion was made by Trustee Kehoe and seconded by President Hansen to approve the List of Bills as presented for payment totaling \$ 220,724.74 with \$ 64,020.25 from the General Corporate Fund, \$ 124,857.99 from the Operations and Maintenance Fund, \$ 31,846.50 from the Construction Fund and \$ 0 from the Bond and Interest Fund.

The motion passed after a roll call vote; President Hansen and Trustees Kehoe and Reed voted aye. (A copy of the bills approved will be kept with the Board Meeting documents)

Manager's Report:

District Manager was absent. Assistant District Manager prepared and presented the April 2019 Manager's Report and provided a verbal summary. She indicated that we did have four call outs in April, but none of those were the District's issue. The dump truck is still on schedule to be completed by the end of June. She further stated that there is a leak in Digester #4 between the tank and the check valve. The contractor would like to fix this with a cured in place pipe lining, however she and the former Engineer feel that it should be dug up to properly repair it. This repair needs to be done by early June. President Hansen asked if that seems feasible and the Assistant District Manager concurred.

Motion was made by Trustee Kehoe, seconded by President Hansen to approve the April 2019 Manager's Report as presented. On a roll call vote President Hansen, Trustee Kehoe and Trustee Reed voted aye.

Engineer's Report:

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

Regarding Task Order 18-02 (Beach Lift Station Rehab), they have determined that the existing wet well is not suitable for use as the submersible pump station because it is old & deteriorated. There are also site access constraints. Due to the access constraints, they are planning to relocate to the beach area and will have to discuss this with the Village. The station design now includes a new wet well, a valve vault, and meter structure. It will also include a new underground electrical service in addition to an emergency generator connection at Hilltop Drive adjacent to the road. Preliminary drawings have been prepared. They will need a soil boring which will be done by Conrad DeLatour. They anticipate two borings for a total of about \$5,000. Applied Technologies will prepare the IEPA permits. This usually takes about 45 days. He anticipates bidding in July, awarding in August and construction in September 2019.

Regarding Task Order 18-03 (Electrical Service & Plant Power Distribution), they finished up on the one line diagrams and held a meeting with District staff which included the last round of lighting panel identifications. They have also completed draft specifications for the electrical studies which will be done by a third party. They have also identified some preliminary areas that they are recommending have electrical upgrades. They will work with staff on how these will be implemented. There are some

questions regarding whether ComEd or the District is responsible for some of the electrical lines. They are also working with staff on getting together a task order for some upgrades to the filter building. The schedule for the electrical studies is August.

Regarding Task Order 18-04 (Richard Taylor Park Bypass), they are in the middle of the design process. The JULIE locates are done. They plan to have the submittal of plans to the IEPA in August. Bidding will be in September. Awards will be in October and construction in November 2019.

Regarding Task Order 19-01 (Rear Entrance Drive Construction Services), they had a preconstruction meeting on May 9th with the contractor and District staff. At the meeting they discussed construction times, detour of trucks, submittals and pay requests. He did get confirmation from Schroeder Asphalt that they will begin construction on Thursday, May 30th. They anticipate that it will take about 4 to 5 weeks to complete.

Regarding future task orders, there will be some recommendations for improvements to the filter building and also the wash water pumps and some electrical upgrades.

Attorney's Report:

None.

Unfinished Business:

None.

Executive Session

President Hansen announced that we will now go into executive session to consider the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the public body, including hearing testimony on a complaint lodged against an employee of the public body (5 ILCS 120/2(c)(1)). He further stated that this session will be closed to the public.

Some discussion took place between Attorney Wolf, Terry Easler and Connie Forner regarding whether District Manager should be present for the Executive Session. The Attorney indicated that the District Manager was notified that he was required to attend. Connie Forner disagrees and indicated that District Manager (Rick) was not invited here and was previously told that he is not allowed on District property. Attorney Wolf disagrees and indicated that Rick was notified that he was required to attend. There was then some debate about whether Rick or his Attorney tried to reach out to Attorney Wolf today. Attorney Wolf indicated that she is certain that she did not receive any calls from Attorney Sugden today.

Motion was made by Trustee Kehoe, seconded by President Hansen to enter executive session to consider the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the public body, including hearing testimony on a complaint lodged against an employee of the public body (5 ILCS 120/2(c)(1)). On roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

All members of the public, the Assistant District Manager and the District Engineer left the room.

The Board went into executive session at 7:29 pm. After the executive session, the regular meeting was reconvened at 8:21 pm. Roll call for the regular meeting was answered by President Hansen and Trustees Kehoe and Reed.

Members of the public reentered the room. President Hansen announced that no action that will be taken tonight. He further stated that the Board acknowledges receipt of a letter of resignation from District Manager, Rick Forner.

Adjournment:

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

The meeting was adjourned at 8:22 pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2019 .

President Hansen

CONRAD DE LATOUR & ASSOCIATES, INC.

1221 East Rand Road
Des Plaines, Illinois 60016

Phone (847) 635-6096
Fax (847) 635-8529

May 20, 2019

Lake in the Hills Sanitary District
515 Plum Street
Lake in the Hills, Illinois 60156

Proposal No. P19-133

Reference: Proposal for a subsurface investigation for the proposed District Beach Lift Station, 75 Hilltop Drive, Lake in the Hills, Illinois.

Dear Sir or Madam:

Thank you for the opportunity to submit a proposal to perform a subsurface investigation for the proposed District Beach Lift Station to be constructed on the vacant lot at 75 Hilltop Drive, Lake in the Hills, Illinois. The results of our investigation including substantiating data will be presented in a written report.

Based on our telephone conversation with Mr. Robert Doeringsfeld, P.E. representing Applied Technologies, Inc., it is desired to install two (2) soil borings in the area of the proposed lift station. One (1) boring would be located as close as possible to the new lift station and one (1) would be located between the lift station and the water's edge. It is our understanding that the excavation for the lift station will extend to a depth on the order of 22' feet; therefore, the two (2) borings would be extended to a depth of thirty feet (30'). Sampling would be performed at 2.5' intervals over the entire depth of soil boring in order to locate possible water bearing soils or other conditions which could adversely affect the construction of the lift station. A geotechnical engineer would be present during installation of the soil borings to log and classify the soils encountered in the field.

Prior to installing the soil borings we would plan to mark the soil boring locations and contact JULIE for utility clearances in the area of the proposed soil borings. It should be noted that Conrad DeLatour & Associates, Inc. cannot be held responsible for damage to landscaping or private utilities not located by JULIE's member companies. If desired, a private locator can be employed to locate utilities which are not located by JULIE's member companies.

During the drilling operations, soil samples will be obtained at each boring location employing the split-barrel method of sampling in accordance with the ASTM D 1586 standard specification. The soil samples obtained during the drilling operations will be returned to our laboratory where testing will include moisture content determinations, penetrometer determinations, and visual classification of each sample. Unconfined compression tests and dry unit weight determinations may also be performed on several samples from each soil boring.

At completion of the drilling operations the borings will be backfilled with soil cuttings and Bentonite chips. Some settlement of the boreholes may still occur over time. The borehole areas should be closely monitored as these holes can settle with time and may cause injury to people or animals. Excess soil cuttings from the boreholes will be left on site at completion of the drilling operations.

It is proposed that our fee to perform the above outlined geotechnical investigation be determined on a unit charge basis in accordance with our schedule of charges, a copy of which is attached.

For the installation of two (2) soil borings to a depth of thirty feet with sampling at 2.5' intervals, laboratory testing, and report preparation, we estimate that our fee will be approximately four thousand eight hundred and fifty dollars (\$4,850.00).

If this proposal is satisfactory, we would appreciate if you would sign one (1) of the enclosed copies, and return it to us for our files. Services will be initiated upon receiving a signed copy of this proposal. Thank you for the opportunity to offer our services.

Respectfully submitted,
CONRAD DE LATOUR & ASSOCIATES, INC.



Christopher Meyer, P.E.
Project Engineer

ACCEPTED BY _____

PRINTED NAME _____ DATE _____

TITLE _____

NAME OF FIRM _____

ADDRESS _____

TELEPHONE NUMBER _____ FAX _____

Conrad DeLatour & Associates, Inc.

Soil and Material Consultants

1221 Rand Road
Des Plaines, Illinois 60016**DRILLING FEE SCHEDULE-2019****PERSONNEL****UNIT RATE**

Site Reconnaissance, Layout of Borings, Instrument Elevations, Utility Clearance, Vane Shear / Pressuremeter Testing, Per Hour.....	\$ 95.00
Geotechnical Engineer in Field, Per Hour.....	\$ 135.00
Hand Auger Crew & Equipment, Per Hour (minimum ½ Day Charge)	\$ 250.00
Vehicle Charge, Per Day.....	\$ 50.00
Preparation of Engineering Report, Per Hour..... (Including recommendations and substantiating data)	\$ 150.00

DRILLING RATES (minimum charge of \$1300.00)**UNIT RATE**

Geoprobe 7822DT, Mobilization.....	\$ 650.00
<u>Soil Sampling, S.P.T. or S.T. at maximum 5' intervals:</u>	
• Drilling, 0' –25', Per Foot.....	\$ 21.00
• Drilling, 25' – 50', Per Foot.....	\$ 23.00
• Hard Drilling, N Greater Than 50, Gravel, or Rock, Per Foot Additional.....	\$ 4.00
Portland Cement or Bentonite Grouting of Bore Hole.....	\$ 8.00
Bentonite Chips, Per Bag.....	\$ 25.00
Cutting of Concrete Surface, Per Hole.....	\$ 50.00
Patching of Concrete or Asphalt Pavement, Per Hole.....	\$ 15.00
Hourly charge for field personnel and equipment for vane shear, pressure-meter, set up or standby time, Rig with 2 persons, Per Hour.....	\$ 300.00

CONRAD DE LATOUR & ASSOCIATES, INC.

Concrete, Soil and Asphalt Consultants
1221 Rand Road, Des Plaines, Illinois 60016
Telephone (847) 635-6096 Fax (847) 635-8529
e-mail: delatour@ameritech.net

LABORATORY TESTING FEE SCHEDULE - 2019

<u>LABORATORY TESTING</u>	<u>UNIT RATE</u>
Unconfined Compression Test (Qu), Per Test.....	\$ 8.00
Hand Penetrometer Test (Qp) in Laboratory, Per Test.....	\$ 3.00
Torvane Shear Determination in Laboratory, Per Test.....	\$ 3.00
Dry Density Determination, Per Test	\$ 5.00
Moisture Content Determination, Per Test.....	\$ 5.00
Visual Classification, Per Sample.....	\$ 5.00
Atterberg Limits Determination, Per Test.....	\$ 80.00
Grain Size Analysis, Unwashed, Per Test (Mechanical).....	\$ 55.00
Grain Size Analysis, Washed Over No. 200, Per Test.....	\$ 75.00
* Grain Size Analysis (Hydrometer and Sieve), Per Test.....	\$ 225.00
Organic Content, Per Test.....	\$ 65.00
Ph Determination, Per Test.....	\$ 30.00
Proctor, Standard (ASTM D-698), Non-Cohesive Soil, Per Test.....	\$ 150.00
Proctor, Standard (ASTM D-698), Cohesive Soil, Per Test.....	\$ 175.00
Proctor, Modified (ASTM D-1557), Non-Cohesive Soil, Per Test.....	\$ 175.00
Proctor, Modified (ASTM D-1557), Cohesive Soil, Per Test.....	\$ 200.00
Relative Density (ASTM D-2049), Per Test.....	\$ 250.00
CBR or IBR, includes Proctor and Limits Tests, Per Test.....	\$ 350.00
Permeability Tests (Constant or Falling Head).....	Request
Consolidation Test to 16 or 32 tons/ft ² , Per Test.....	Request

*This is combined hydrometer & mechanical analysis

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of May, 2019

	MONTH	YTD	PROPOSED BUDGET
Beginning Cash and Investments			
First National Bank	1,322,636.54	1,322,636.54	
Credit Cards	-	-	
TOTAL BEGINNING CASH AND INVESTMENTS	1,322,636.54	1,322,636.54	Proposed Budget Will Be Presented To The Board In July 2019
Revenues and Receipts			
Real Estate Taxes			
General Fund	12,576.18	12,576.18	240,000.00
Audit Fund	901.66	901.66	10,000.00
Chlorination Fund	734.70	734.70	15,000.00
Liability Insurance Fund	6,368.41	6,368.41	135,900.00
Social Security Fund	2,170.66	2,170.66	45,000.00
Retirement Fund	4,942.44	4,942.44	98,100.00
Replacement Taxes	475.05	475.05	-
Safety Grant Recvd from IL Public Risk Fund	-	-	
Interest Income	281.06	281.06	1,000.00
TOTAL REVENUES AND RECEIPTS	28,450.16	28,450.16	545,000.00
Expenditures			
GENERAL FUND			
PERSONNEL SERVICES			
Salaries of Trustees, Manager, Treasurer & Clerk	14,653.22	14,653.22	175,000.00
CONTRACTUAL SERVICES			
Professional Engineering	4,121.00	4,121.00	45,000.00
Legal Services	18,289.57	18,289.57	36,000.00
Other Professional Services	-	-	5,000.00
	22,410.57	22,410.57	86,000.00
ADMINISTRATIVE EXPENSES			
Printing, Publications	95.32	95.32	5,000.00
Office Supplies, Equipment	-	-	3,000.00
Postage	270.99	270.99	1,000.00
Treasurer's Bond	-	-	4,000.00
Community Affairs	-	-	1,000.00
Memberships and Dues	-	-	4,000.00
	366.31	366.31	18,000.00
OPERATING EXPENSES			
Building and Grounds Upkeep	1,592.42	1,592.42	15,000.00
Utilities	6,182.41	6,182.41	30,000.00
J.U.L.I.E.	-	-	3,000.00
Training and Education	-	-	2,000.00
Travel Expenses	-	-	2,000.00
Computer Hardware, Software & Support	99.95	99.95	8,000.00
	7,874.78	7,874.78	60,000.00
CONTINGENT AND MISCELLANEOUS EXPENSES			
Not Otherwise Appropriated	-	-	1,000.00
	-	-	1,000.00
TOTAL GENERAL FUND	45,304.88	45,304.88	340,000.00

Expenditures (continued)

CHLORINATION FUND	-	-	24,000.00
	-	-	24,000.00
AUDIT FUND	-	-	20,000.00
	-	-	20,000.00
PUBLIC LIABILITY INSURANCE FUND			
Workers' Compensation	3,939.00	3,939.00	24,000.00
Property	-	-	45,000.00
Vehicles	-	-	18,000.00
General Liability	-	-	80,000.00
Administrative Fee	119.00	119.00	800.00
	4,058.00	4,058.00	167,800.00
SOCIAL SECURITY FUND	4,444.57	4,444.57	55,000.00
IMRF FUND	11,846.13	11,846.12	230,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-
TOTAL EXPENDITURES	65,653.58	65,653.57	836,800.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(37,203.42)	(37,203.41)	(291,800.00)

Ending Cash and Investments

	<u>MONTH</u>	<u>YTD</u>
First National Bank	1,285,433.12	1,285,433.12
Credit Cards	-	-
TOTAL ENDING CASH AND INVESTMENTS	1,285,433.12	1,285,433.12
GENERAL CORPORATE FUND		

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of May, 2019

		MONTH	YTD	PROPOSED BUDGET
Beginning Cash and Investments				
First National Bank - O & M Account	O&M	554,828.09	554,828.09	
First National Bank - Certificate Fund	Bond & Int	27,978.27	27,978.27	
First National Bank - Depreciation Account	Construction	2,040,661.06	2,040,661.06	
First National Bank - Surplus Funds	Construction	37,837.21	37,837.21	
First National Bank - Bond & Interest Fund	Bond & Int	606,836.79	606,836.79	
First National Bank - Sinking Funds	Bond & Int	711,620.02	711,620.02	
Algonquin Bank & Trust - Cash Mgr	O&M	939,069.95	939,069.95	
Algonquin Bank & Trust - Operating	O&M	1,634.00	1,634.00	
Home State Bank	O&M	11,609.76	11,609.76	
Illinois State Bank	O&M	5,016.95	5,016.95	
Credit Cards		(145.19)	(145.19)	
TOTAL BEGINNING CASH AND INVESTMENTS		<u>4,936,946.91</u>	<u>4,936,946.91</u>	
SEWERAGE FUNDS				Proposed Budget Will Be Presented To The Board In July 2019
Revenues and Receipts				
Sewer Bill Income/User Charges		96,254.97	96,254.97	3,600,000.00
Septage Income		8,425.00	8,425.00	200,000.00
Wastewater Discharge Income		3,622.70	3,622.70	45,000.00
Refunds		(1,036.35)	(1,036.35)	-
Connection/Tap-On Fees		5,200.00	5,200.00	110,000.00
Annexation Fees (inc. GIS)		-	-	5,000.00
Downstream & Misc Charges		-	-	500.00
Liftstation Recapture		-	-	-
Gain/Loss - Sale of Equipment		-	-	-
Interest Income		3,085.45	3,085.45	25,000.00
TOTAL REVENUES AND RECEIPTS		<u>115,551.77</u>	<u>115,551.77</u>	<u>3,985,500.00</u>
Expenditures				
PERSONNEL SERVICES				
District Personnel Salaries		45,125.55	45,125.55	604,000.00
ADMINISTRATIVE EXPENSES				
Telephone		211.94	211.94	3,000.00
Postage		567.48	567.48	20,000.00
Printing and Publications		-	-	2,000.00
Office Supplies		890.42	890.42	7,500.00
Collection and Billing Expenses		9,185.97	9,185.97	75,000.00
Professional Services		79.90	79.90	10,000.00
Training, Travel and Education		-	-	5,000.00
Computer Hardware, Software, and Support		17,823.85	17,823.85	70,000.00
Community Affairs		-	-	2,000.00
Medical and Life Insurance		22,792.92	22,792.92	275,000.00
		<u>51,552.48</u>	<u>51,552.48</u>	<u>469,500.00</u>
OPERATIONS AND MAINTENANCE				
Operating Supplies		6,346.28	6,346.28	60,000.00
Maintenance and Repair (Plant)		3,676.55	3,676.55	150,000.00
Maintenance and Repair (Collection Systems)		14,360.86	14,360.86	310,000.00
Utilities and Energy		30,867.67	30,867.67	420,000.00
Grounds Upkeep		296.00	296.00	30,000.00
Gasoline/Oil		383.92	383.92	20,000.00
Computer and Support Services		-	-	2,000.00
Emergency Communications		5,889.48	5,889.48	65,000.00

Sludge Management	-	-	250,000.00
Professional Services	1,274.65	1,274.65	24,000.00
Residential Reimbursement	-	-	10,000.00
Compliance Requirements/Permits	-	-	28,500.00
GIS	-	-	10,000.00
	<u>63,095.41</u>	<u>63,095.41</u>	<u>1,379,500.00</u>

Expenditures (continued)

CAPITAL IMPROVEMENTS

New Construction	24,006.50	24,006.50	2,500,000.00
Plant Equipment	-	-	30,000.00
Collection System	-	-	300,000.00
Vehicles	-	-	45,000.00
Legal Expense	-	-	5,000.00
Engineering Expense	12,500.50	12,500.50	375,000.00
Bond, Finance Consulting Expense	-	-	1,000.00
	<u>36,507.00</u>	<u>36,507.00</u>	<u>3,256,000.00</u>

BOND TRANSFERS

2008 Debt Certificates, Principal	-	-	110,000.00
2008 Debt Certificates, Interest	-	-	48,000.00
Administration Fees - 2008 Debt Certs	-	-	3,500.00
	<u>-</u>	<u>-</u>	<u>161,500.00</u>

Series 2014 Bond, Principal	-	-	110,000.00
Series 2014 Bond, Interest	-	-	112,000.00
Administration Fees - 2014 Series Bond	-	-	3,500.00
	<u>-</u>	<u>-</u>	<u>225,500.00</u>

CONTINGENT AND MISCELLANEOUS EXPENSES

Not Otherwise Appropriated	-	-	3,000.00
	<u>-</u>	<u>-</u>	<u>3,000.00</u>

TOTAL EXPENDITURES

	<u>196,280.44</u>	<u>196,280.44</u>	<u>6,099,000.00</u>
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EXCESS OF REVENUES OVER (UNDER) EXPENDITURES

	<u>(80,728.67)</u>	<u>(80,728.67)</u>	<u>\$ (2,113,500.00)</u>
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Ending Cash and Investments

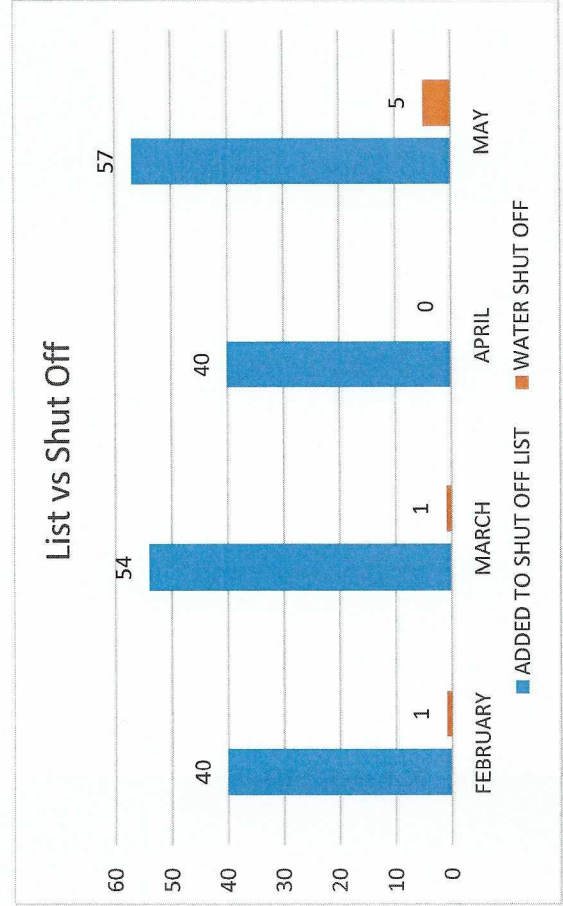
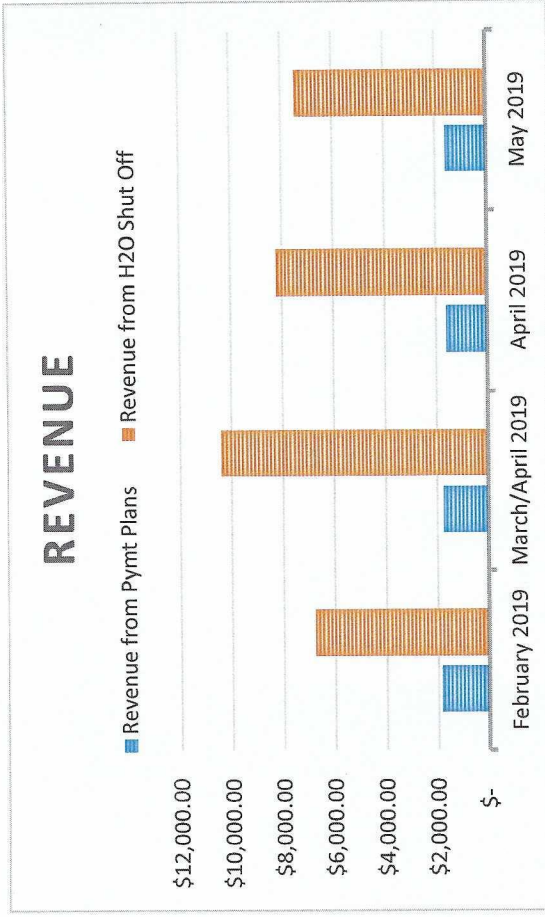
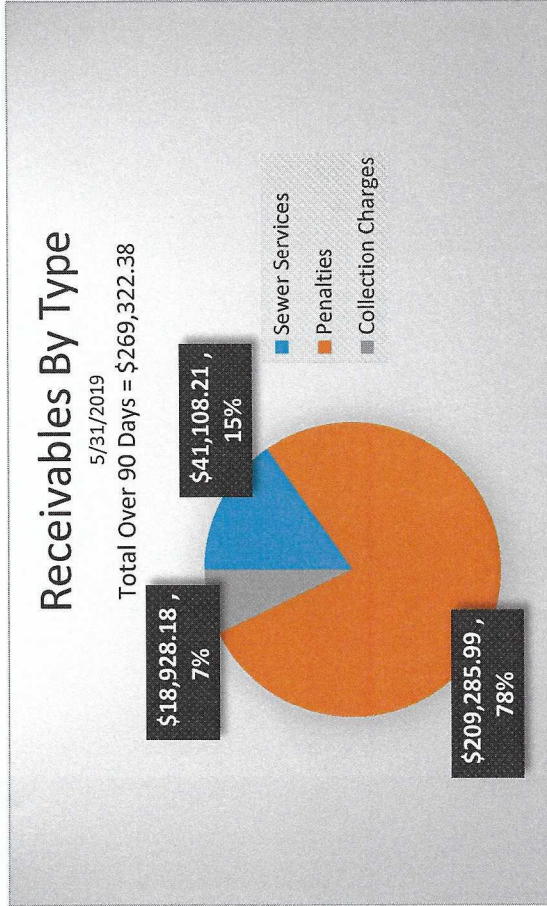
		<u>MONTH</u>	<u>YTD</u>
First National Bank - O & M Account	O&M	361,445.18	361,445.18
First National Bank - Certificate Fund	Bond & Int	40,988.34	40,988.34
First National Bank - Depreciation Account	Construction	2,054,418.48	2,054,418.48
First National Bank - Surplus Funds	Construction	13,843.29	13,843.29
First National Bank - Bond & Interest Fund	Bond & Int	673,153.54	673,153.54
First National Bank - Sinking Fund	Bond & Int	726,516.75	726,516.75
Algonquin Bank & Trust - Cash Mgr.	O&M	976,298.75	976,298.75
Algonquin Bank & Trust - Operating	O&M	421.00	421.00
Home State Bank	O&M	11,776.61	11,776.61
Illinois State Bank	O&M	5,017.16	5,017.16
Credit Cards	O&M	(469.35)	(469.35)
		<u>4,863,409.75</u>	<u>4,863,409.75</u>

TOTAL ENDING CASH AND INVESTMENTS

SEWERAGE FUNDS

Accounts Receivable Analysis

May 2019



Monthly Shut Off Summary

Lake in the Hills

- 5 Shut Offs – All were pd in full post shut off.

Huntley

- NONE

Crystal Lake

- NONE

**LITH SANITARY DISTRICT
Bills Paid Before Meeting
June 13, 2019 Meeting Date**

Name	Memo	Amount
General Fund		
Pitney Bowes Purchase Power	Postage	\$ 270.99
TOTAL GEN FUND BILLS PAID BEFORE MEETING		\$ 270.99
O & M Fund		
AT&T	Emerg Comm	\$ 205.55
Comcast	Telephone & Computer Support	\$ 401.79
Suburban Laboratories	Pro Svs - Lab Testing	\$ 132.00
Verizon Wireless	Emerg Comm	\$ 343.96
TOTAL O & M BILLS PAID BEFORE MEETING		\$ 1,083.30

**LITH SANITARY DISTRICT
Recurring Bills
June 13, 2019 Meeting Date**

Name	Memo	Amount
General Fund		
Illinois Municipal Retirement Fund	Employer Portion of IMRF - May 2019	\$ 11,846.13
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 4,444.57
TOTAL GENERAL FUND RECURRING BILLS		\$ 16,290.70
O & M Fund		
Humana	Health Insurance Premiums	\$ 22,074.42
Payment Services Network	Collections Expenses from April 2019	\$ 5,652.71
United States Postal Service	Postage - Past Due Notices	\$ 539.69
TOTAL O & M RECURRING BILLS		\$ 28,266.82

Approved _____

President Hansen

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
June 13, 2019 Meeting**

Name	Memo	Amount
GENERAL CORP FUND BILLS		
Applied Technologies	Engineering	\$ 10,528.00
First National Bank of Omaha - Visa	Computer Exp	\$ 99.95
Interstate Gas Supply, Inc.	Utilities - Nat Gas April 2019	\$ 721.96
McHenry County Recorder	Computer Exp - Laredo Software 3rd Quarter	\$ 275.00
Shaw Suburban Media	Printing & Publication - Special Mtg Notice	\$ 42.30
TruGreen	Buildings & Grounds - Apple Scab Control Spray	\$ 154.50
TruGreen	Buildings & Grounds - Insect & Disease Control Svs	\$ 472.97
TOTAL GENERAL CORP FUND BILLS		\$ 12,294.68

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
June 13, 2019 Meeting**

Name	Memo	Amount
O & M BILLS		
Applied Technologies	Engineering - Task Order 18-02 Beach Lift Station	\$ 15,278.50
Applied Technologies	Engineering - Task Order 18-04 Richard Taylor Park Bypass	\$ 5,860.00
AT&T	Emerg Comm	\$ 5,195.87
Cintas Corporation	Supplies - Personnel	\$ 999.64
ComEd	Utilities - Coll Sys Meadowbrook LS	\$ 298.42
Consolidated Electrical Dist.	Maint/Repair - Plant, Grit Bldg	\$ 120.82
Dynegy Energy Services	Utilities - Plant, Concord, Decatur & Pyott LS	\$ 43,259.60
First National Bank of Omaha - Visa	Pro Svs - Intuit Payroll Fees	\$ 59.50
First National Bank of Omaha - Visa	Maint/Repair - Plant, Oper Supplies Safety, Computer Exp	\$ 409.85
Illini Power Products	Pro Svs	\$ 290.00
Illini Power Products	Pro Svs	\$ 46.86
Illini Power Products	Pro Svs	\$ 457.00
Illini Power Products	Pro Svs	\$ 550.00
Illini Power Products	Pro Svs	\$ 1,063.00
Illini Power Products	Pro Svs	\$ 748.00
Interstate Battery Systems	Maint/Repair - Plant, Vehicles Maint	\$ 239.85
Kaman Industrial Technologies	Maint/Repair - Plant, Oxidation Ditch	\$ 2,364.63
Logsdon Office Supply	Office Supplies	\$ 10.38

Logsdon Office Supply	Office Supplies	\$	19.50
Logsdon Office Supply	Office Supplies	\$	15.92
Logsdon Office Supply	Office Supplies	\$	19.80
Marc Kresmery Construction	Maint/Repair - Plant, Filter Bldg Bypass Gate	\$	1,176.72
McHenry County Recorder	Collections	\$	16.50
Northern Balance & Scale Inc	Pro Svs - Lab, Scale Calibration & Balance	\$	204.00
PetroChoice LLC	Gas/Fuel	\$	435.90
Ryco Landscaping	Grounds Upkeep, May mowing	\$	1,184.00
Sigma Aldrich	Operating Supplies - Lab	\$	417.30
Suburban Laboratories, Inc.	Pro Svs - Lab	\$	132.00
Technology Masters Inc	Computer Support, Maintenance	\$	616.50
The UPS Store	Postage	\$	10.96
Third Millennium	Collections & Billing Exp, Past Due Notices	\$	555.77
United Laboratories	Supplies - Maint	\$	286.34
Village of Huntley	Collections - Shut Off Fees 4/9/19	\$	100.00
Village of Lake In The Hills	Collections - Shut Off Fees 5/29/19	\$	472.50
Village of Lake In The Hills	Utilities - Water	\$	221.49
Warehouse Direct	Pro Svs - Lab	\$	15.65
Water One	Operating Supplies - Personnel, Drinking Water Equip Rental	\$	22.50
Ziegler's Ace Hardware	Operating Supplies - Maint	\$	126.12

TOTAL O&M FUND BILLS

\$ 83,301.39

CONSTRUCTION FUND BILLS

Applied Technologies Inc	Engineering - Task Order 18-03 Electrical	\$	1,491.00
Applied Technologies Inc	Engineering - Task Order 19-01 Rear Drive Entrance	\$	2,434.00
Postl-Yore and Associates	Engineering - Digester #4	\$	10,532.50

TOTAL CONSTRUCTION FUND BILLS

\$ 14,457.50

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$ 155,965.38 OF WHICH \$ 28,856.37 IS FROM THE GENERAL CORPORATE FUND, \$ 112,651.51 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$ 14,457.50 IS FROM THE CONSTRUCTION FUND, AND \$ 0 IS FROM THE BOND AND INTEREST FUND.

Approved _____

President Hansen

MANAGER'S REPORT

Month of May, 2019

Customers:	TOTAL for DATA for		
	CURRENT	YEAR	April 2018
Total accounts through May 2019:	11,710		11,691
New Customers:	1	3	2
Connections:	0	5	4
Permits Issued:	1	3	1
Permits Issued Past 13 Months:	21		
Total Permits Issued to Date:			
<i>Residential:</i>	10,077		
<i>Commercial:</i>	121		
<i>Industrial:</i>	1		

ILLINOIS E.P.A. SANITARY SEWER EXTENSION PERMITS ISSUED PAST 12 MONTHS

NAME	PE	DWELLINGS
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None

COLLECTION SYSTEM EMERGENCY RESPONSES:

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
5/1/19	230 Cool Stone Bend	slow drains	no
5/6/19	10114 Bennington Drive	basement drains not draining	no
5/29/19	4270 Greenfield	possible service line collapse	no

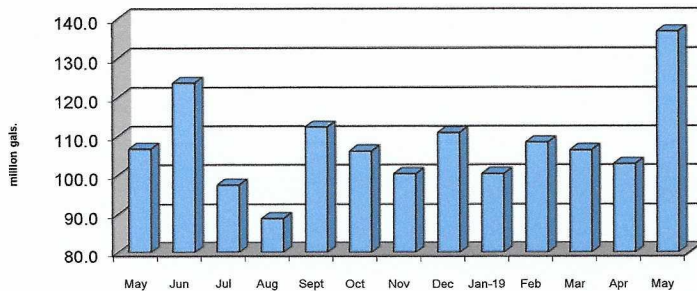
COLLECTION SYSTEM ACTIVITIES:

Approximately 667 points and lines were updated in the new GIS system.

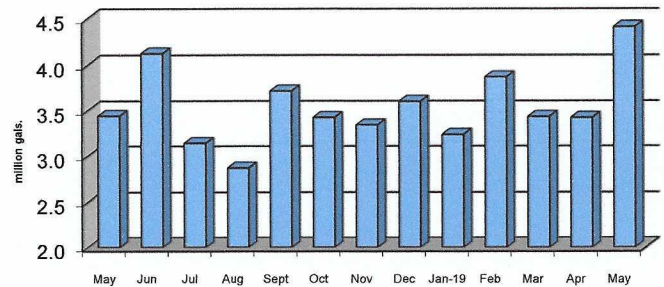
FLOWS:

Total Flow for Month:	136.672	million gallons
Average Daily Flow:	4.409	mgd
Maximum Daily Flow:	8.517	mgd
Precipitation Total:	6.46	inches
Historical Monthly Precipitation Avg.:	6.33	inches
Septage Accepted:	678,398	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

May, 2019

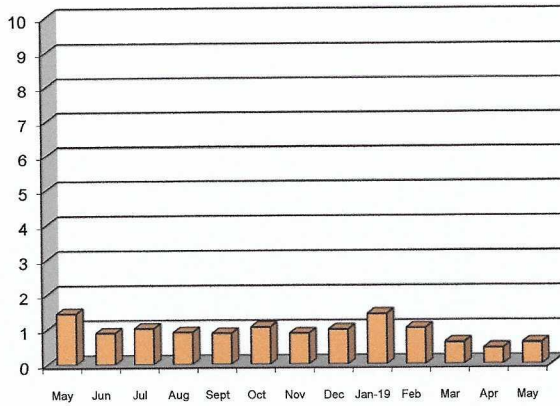
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TREATMENT PLANT OPERATIONS:

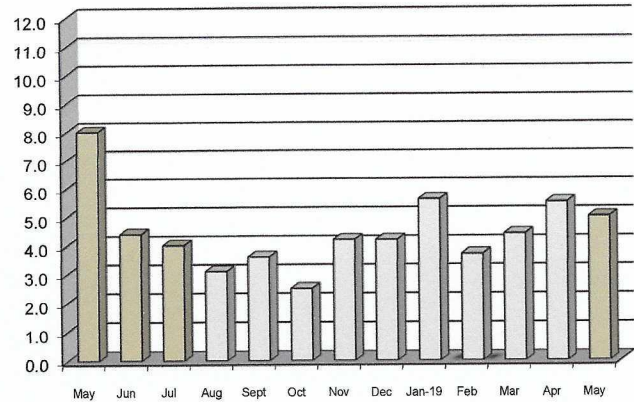
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
C.B.O.D:	117 mg/L	0.6 mg/L	99.5%
Total Suspended Solids:	246 mg/L	5.0 mg/L	98.0%
Ammonia Nitrogen:	11.5 mg/L	0.05 mg/L	99.6%
Phosphorus:		0.91 mg/L	
Fecal Coliform:		15 colonies (daily max.)	

This data represents the monthly averages taken from District records and not yet submitted to the Illinois E.P.A.

Effluent Monthly Average - CBOD



Effluent Monthly Average - Total Suspended Solids



Shaded = Filters By-Passed Either Fully or Partially.

PLANT OPERATIONS SUMMARY:

Wasted:	3.955 million gallons
Decanted:	0.000 million gallons
Thickened	4.381 million gallons
To Digester	0.722 million gallons
Pressed	0.000 million gallons

PERSONNEL ACTIVITIES:

Rick Fomer turned in resignation effective July 1, 2019.
 Tamara Mueller completed FOIA training.

Respectfully submitted,

Tamara C. Mueller
 Assistant District Manager