



LAKE IN THE HILLS SANITARY DISTRICT

515 PLUM STREET • LAKE IN THE HILLS IL 60156 • P: 847-658-5122 • F: 847-658-4523

**AGENDA
REGULAR MEETING
OF THE BOARD OF TRUSTEES
July 16, 2020
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Roll Call

Approval of the Minutes

Public Comments

Consent Agenda

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$207,725.33 of which \$24,241.38 is from the General Corporate Fund, \$174,268.95 is from the Operations and Maintenance Fund, \$9,215.00 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.

Manager's Report

Operations Update

2020/2021 Tax Levy

Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
(*Virtual Meeting)
June 18, 2020**

**Executive Order 2020-07 provides that for the duration of the COVID-19 Gubernatorial Disaster Proclamation, the provisions of the Open Meetings Act pertaining to in-person attendance of members of a public body are suspended, allowing for Township meetings to be held electronically and providing the public remote access to the proceedings.*

Roll Call:

The regular meeting was called to order by President Hansen at 7:06 pm using Zoom for virtual attendance and participation. Roll call was answered by President Eric Hansen, Trustee Cheryl Kehoe and Trustee Jessica Reed. Also in attendance were Assistant District Manager Mike Nelson, District Engineer Peter Kolb of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson. District Manager Tamara Mueller was having technical difficulties and was not in attendance during roll call, however, she entered the virtual meeting after the Consent Agenda was approved at 7:08 pm.

Approval of Minutes:

Motion was made by Trustee Kehoe and seconded by Trustee Reed to approve the minutes of the Public Hearing and Regular Board Meeting of May 14, 2020 as presented. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

Public Comments:

None.

Consent Agenda:

Motion was made by Trustee Reed, seconded by Trustee Kehoe to accept the Consent Agenda. There was no additional discussion.

- A. Approval of Application and Certificate for Payment No. 3 in the amount of \$2,000.00 to Kanzler Construction, LLC for the Richard Taylor Park Bypass Sewer.
- B. Approval of Application and Certificate for Payment No. 2 in the amount of \$166,300.38 to Martam Construction for the Hagele Beach Lift Station.
- C. Award of the Electrical Upgrades and Filter Building Improvements Project in the amount of \$239,764.00 to Larson & Larson Builders, Inc.
- D. Approval of Task Order No. 20-02 in the amount of \$29,762.00 for engineering services related to the Electrical Upgrades and Filter Building Improvements Project.

On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye to approve the Consent Agenda as presented (Items A through D).

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the May 2020 Treasurer's reports. She reminded the Board that the May reports reflect the first month in our new fiscal year. She also stated that all of the numbers from Ordinance No. 404 that was approved last month have been included in the budget column of these reports. She also provided a verbal summary of some of the receipts and expenses. Additionally she mentioned that beginning in May the front office was no longer selecting customers or placing door hangers for the water shut off process due to COVID. This is reflected on the A/R Analysis report.

President Hansen asked if the water shut off list has grown since we temporarily stopped shut offs due to the pandemic. District Treasurer suspects that it has, but did not have those exact figures. She will ask the front office to run some reports for additional detail.

Motion was made by President Hansen, seconded by Trustee Kehoe, to approve the May 2020 Treasurer's reports. On a roll call vote, President Hansen, Trustee Kehoe and Trustee Reed 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 added that she has all of the bills with her in case anyone would like any additional detail.

Motion was made by President Hansen and seconded by Trustee Reed to approve the List of Bills as presented for payment totaling \$214,526.69 of which \$26,589.94 is from the General Corporate Fund, \$167,976.75 is from the Operations & Maintenance Fund, \$19,960.00 is from the Construction Fund and \$0.00 is from the Bond & Interest Fund.

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

Manager's Report:

District Manager presented a written copy of the May 2020 Manager's Report and provided a verbal summary.

She indicated that there were several resident calls in May. Two of these were our issue and we also had an issue with the Dam. These issues occurred during the heavy rains we had in May. We are working on the inflow and infiltration (I&I) in those areas. They recently replaced about a dozen manhole covers and put some risers on several manholes in an effort to stop some of the infiltration.

She stated that flows have been about a million gallons per day higher over the last 2 ½ months. She also provided some graphs with detail regarding how our septic has increased since COVID started. In March we more than doubled the amount of septic taken in and in April we saw the highest numbers we have seen in the past three years. The numbers have started to drop, however, those extra solids are creating some additional challenges with managing our sludge. Overall, we are still operating well.

President Hansen asked if we have received any phone calls regarding the mass COVID testing that some labs or scientists are implementing at Sanitary Districts. District Manager indicated that she did receive a call regarding this. The cost to implement the testing is \$600.00. President Hansen further indicated that if this is something that the County wishes to do in the future, we should definitely cooperate and participate as requested.

Motion was made by President Hansen, seconded by Trustee Kehoe to accept the May 2020 Manager's Report as presented.

The motion passed after a roll call vote; President Hansen, Trustee Kehoe and Trustee Reed voted aye.

Engineer's Report:

District Engineer, Peter Kolb of Applied Technologies, provided a written report and also provided photos from the Beach Lift Station project. He also presented a verbal summary.

Task Order 19-02 (Electrical Upgrades & Filter Building Improvements) – Sealed bids were received and opened via the online electronic bid service on May 28, 2020. Three bids were received. The low bid was submitted by Larson & Larson Inc in the amount of \$239,764.00. One bid was rejected because it was not received within the allotted time. The award of this contract was approved tonight. Construction will be from July to October 2020.

Task Order 19-04 (Hagele Beach Lift Station Construction) – Construction activities are still continuing. Photos of the project status were presented to the Board. District Engineer reminded the Board that we cannot remove the old lift station until the new lift station is started, tested and is functioning. Therefore, construction will continue in that area for a while longer. Progress payment number 2 was approved tonight. Substantial completion is July 10th. They continue to request that the restoration near the beach be completed as soon as possible. The earliest potential opening of the beach is after July 1st.

Task Order 20-01 (Phosphorus Reduction Study & Discharge Plan) – They are still working through identifying influent and effluent reduction measures. Coordination on process improvements is underway, but have been slow due to staff availability. We should see some renewed effort on this in July. Draft reports should be completed in August, final reports completed in September and submitted to the IEPA in October 2020.

Attorney's Report:

The District Attorney did not have a report, but would be happy to answer any questions.

President Hansen wanted to discuss our Board meetings going forward and whether they should continue to be held virtually. District Attorney stated that as long as the Governor's Executive Order is in effect we can continue as is, however, it is the Board's decision. She further added that there is a lot of flexibility within the guidelines of the Order and it is very important to continue to allow for public access via the virtual meeting link.

President Hansen further asked if any residents have reached out to us regarding why we are not having in-person meetings. District Manager indicated that we have not received any phone calls.

Further discussion took place regarding how we would follow social distancing and face covering guidelines if we decide to meet in person. District Attorney indicated that she would check in with their other municipal clients to see what they are doing for upcoming meetings.

Unfinished Business:

None.

New Business:

None.

Adjournment:

Before we adjourned the meeting President Hansen stated that he met with the committee at the County who handles the Trustee reappointment process. He further indicated that the County Board is very pleased with everything that we are doing at the District. They were very complimentary about what is going on and how we are stewarding the funds and operations.

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

The meeting was adjourned at 7:30 pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2020.

President Hansen

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of June, 2020

		BANK BALS AT BEGINNING OF PRIOR MONTH	BANK BALS AT BEGINNING OF THE CURRENT MONTH	BANK BALS AT THE BEGINNING OF THE FY
Beginning Cash and Investments				
First National Bank - O & M Account	O&M	686,944.74	485,475.71	686,944.74
First National Bank - Certificate Fund	Bond & Int	30,078.28	43,580.07	30,078.28
First National Bank - Depreciation Account	Construction	2,208,654.83	2,216,122.60	2,208,654.83
First National Bank - Surplus Funds	Construction	35,533.35	18,338.32	35,533.35
First National Bank - Bond & Interest Fund	Bond & Int	689,089.29	748,950.11	689,089.29
First National Bank - Sinking Funds	Bond & Int	890,178.50	904,959.74	890,178.50
Algonquin Bank & Trust - Cash Mgr	O&M	1,058,229.06	1,075,259.91	1,058,229.06
Algonquin Bank & Trust - Operating	O&M	310.00	68.00	310.00
Home State Bank	O&M	23,648.78	23,648.97	23,648.78
Illinois State Bank	O&M	10,559.83	10,627.90	10,559.83
Credit Cards		(866.42)	(813.78)	(866.42)

TOTAL BEGINNING CASH AND INVESTMENTS	5,632,360.24	5,526,217.55	5,632,360.24
SEWERAGE FUNDS			

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Sewer Bill Income/User Charges	42,706.45	83,462.16	126,168.61	3,600,000.00
Septage Income	24,392.00	56,244.96	80,636.96	250,000.00
Wastewater Discharge Income	3,695.67	7,983.38	11,679.05	45,000.00
Refunds	(1,189.27)	(2,428.11)	(3,617.38)	-
Connection/Tap-On Fees	-	-	-	95,000.00
Annexation Fees (inc. GIS)	-	-	-	5,000.00
Downstream & Misc Charges	-	-	-	500.00
Liftstation Recapture	-	-	-	-
Gain/Loss - Sale of Equipment	-	-	-	-
Rebates or Grants Received	-	-	-	-
Interest Income	861.78	582.97	1,444.75	15,000.00

TOTAL REVENUES AND RECEIPTS	70,466.63	145,845.36	216,311.99	4,010,500.00
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Expenditures

PERSONNEL SERVICES

District Personnel Salaries	44,319.12	52,813.67	97,132.79	634,000.00
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ADMINISTRATIVE EXPENSES

Telephone	196.36	393.12	589.48	3,000.00
Postage	281.93	3,806.26	4,088.19	22,000.00
Printing and Publications	-	-	-	2,000.00
Office Supplies	702.26	589.36	1,291.62	7,500.00
Billing and Collection Expenses	10,396.23	1,491.70	11,887.93	75,000.00
Professional Services	66.98	78.98	145.96	10,000.00
Training, Travel and Education	-	-	-	7,000.00
Computer Hardware, Software, and Support	697.85	1,323.65	2,021.50	70,000.00
Community Affairs	-	-	-	2,000.00
Medical and Life Insurance	19,612.74	19,612.74	39,225.48	275,000.00
	31,954.35	27,295.81	59,250.16	473,500.00

OPERATIONS AND MAINTENANCE

Operating Supplies	2,797.52	5,232.35	8,029.87	60,000.00
Maintenance and Repair (Plant)	13,651.46	29,326.74	42,978.20	150,000.00
Maintenance and Repair (Collection Systems)	1,014.84	18,050.76	19,065.60	310,000.00
Utilities and Energy	39,677.27	41,567.26	81,244.53	475,000.00
Grounds Upkeep	613.00	2,397.00	3,010.00	30,000.00
Gasoline/Oil	1,585.07	548.14	2,133.21	20,000.00
Computer and Support Services	-	-	-	2,000.00
Emergency Communications	8,796.01	9,113.80	17,909.81	75,000.00
Sludge Management	19,320.00	22,414.45	41,734.45	225,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Professional Services	1,451.42	4,252.00	5,703.42	25,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	-	-	30,000.00
GIS	-	-	-	10,000.00
	<u>88,906.59</u>	<u>132,902.50</u>	<u>221,809.09</u>	<u>1,422,000.00</u>

Expenditures (continued)

CAPITAL IMPROVEMENTS

New Construction	17,202.00	21,921.85	39,123.85	1,500,000.00
Plant Equipment	-	-	-	530,000.00
Collection System	-	-	-	800,000.00
Vehicles	-	-	-	75,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	-	-	-	375,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>17,202.00</u>	<u>21,921.85</u>	<u>39,123.85</u>	<u>3,286,000.00</u>

BOND TRANSFERS

2008 Debt Certificates, Principal	-	-	-	115,000.00
2008 Debt Certificates, Interest	-	-	-	43,000.00
Administration Fees - 2008 Debt Certs	-	-	-	2,000.00
	<u>-</u>	<u>-</u>	<u>-</u>	<u>160,000.00</u>

Series 2014 Bond, Principal	-	-	-	110,000.00
Series 2014 Bond, Interest	-	-	-	107,000.00
Administration Fees - 2014 Series Bond	-	-	-	2,000.00
	<u>-</u>	<u>-</u>	<u>-</u>	<u>219,000.00</u>

CONTINGENT AND MISCELLANEOUS EXPENSES

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

TOTAL EXPENDITURES 182,382.06 234,933.83 417,315.89 6,197,500.00

EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (111,915.43) (89,088.47) (201,003.90) (2,187,000.00)

		BANK BALS AT END OF THE PRIOR MONTH	BANK BALS AT END OF THE CURRENT MONTH	BANK BALS AT THE END OF MAY
Ending Cash and Investments				
First National Bank - O & M Account	O&M	485,475.71	326,106.41	485,475.71
First National Bank - Certificate Fund	Bond & Int	43,580.07	57,081.97	43,580.07
First National Bank - Depreciation Account	Construction	2,216,122.60	2,216,909.50	2,216,122.60
First National Bank - Surplus Funds	Construction	18,338.32	196,421.35	18,338.32
First National Bank - Bond & Interest Fund	Bond & Int	748,950.11	752,089.71	748,950.11
First National Bank - Sinking Fund	Bond & Int	904,959.74	919,740.35	904,959.74
Algonquin Bank & Trust - Cash Mgr.	O&M	1,075,259.91	882,010.44	1,075,259.91
Algonquin Bank & Trust - Operating	O&M	68.00	19,586.00	68.00
Home State Bank	O&M	23,648.97	24,177.03	23,648.97
Illinois State Bank	O&M	10,627.90	10,628.37	10,627.90
Credit Cards	O&M	(813.78)	(722.68)	(813.78)
TOTAL ENDING CASH AND INVESTMENTS		<u>5,526,217.55</u>	<u>5,404,028.45</u>	<u>5,526,217.55</u>

SEWERAGE FUNDS

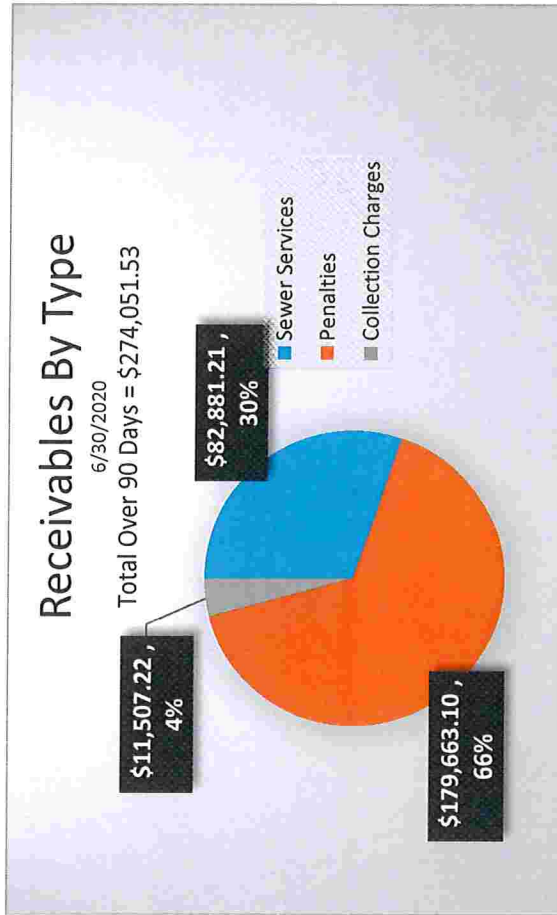
LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of June, 2020

	BANK BAL AT BEGINNING OF PRIOR MONTH	BANK BAL AT BEGINNING OF THE CURRENT MONTH	BANK BAL AT THE BEGINNING OF THE FY	
Beginning Cash and Investments				
First National Bank	1,226,361.68	1,226,247.48	1,226,361.68	
Credit Cards	-	-	-	
TOTAL BEGINNING CASH AND INVESTMENTS	1,226,361.68	1,226,247.48	1,226,361.68	
	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	18,098.97	130,495.26	148,594.23	308,320.00
Audit Fund	117.79	849.26	967.05	2,006.00
Chlorination Fund	0.97	7.01	7.98	16.00
Liability Insurance Fund	2,935.46	21,165.00	24,100.46	50,006.00
Social Security Fund	3,229.03	23,281.61	26,510.64	55,007.00
Retirement Fund	9,099.04	65,604.88	74,703.92	155,004.00
Replacement Taxes	260.15	-	260.15	-
Interest Income	51.82	54.71	106.53	1,000.00
TOTAL REVENUES AND RECEIPTS	33,793.23	241,457.73	275,250.96	571,359.00
Expenditures				
GENERAL FUND				
PERSONNEL SERVICES				
Salaries of Trustees, Manager, Treasurer & Clerk	14,350.00	14,372.50	28,722.50	185,000.00
CONTRACTUAL SERVICES				
Professional Engineering	784.00	784.00	1,568.00	75,000.00
Legal Services	385.00	525.00	910.00	35,000.00
Other Professional Services	-	-	-	5,000.00
	1,169.00	1,309.00	2,478.00	115,000.00
ADMINISTRATIVE EXPENSES				
Printing, Publications	53.02	599.74	652.76	5,000.00
Office Supplies, Equipment	-	-	-	3,000.00
Postage	122.85	-	122.85	1,000.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	100.00	-	100.00	4,000.00
	275.87	599.74	875.61	18,000.00
OPERATING EXPENSES				
Building and Grounds Upkeep	1,070.00	-	1,070.00	15,000.00
Utilities	-	1,972.14	1,972.14	30,000.00
J.U.L.I.E.	-	-	-	3,000.00
Training and Education	-	-	-	3,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	-	275.00	275.00	7,000.00
	1,070.00	2,247.14	3,317.14	60,000.00
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	-	1,000.00
	-	-	-	1,000.00
TOTAL GENERAL FUND	16,864.87	18,528.38	35,393.25	379,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Expenditures (continued)				
CHLORINATION FUND	-	1,333.50	1,333.50	24,000.00
	-	1,333.50	1,333.50	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	-	-	-	45,500.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	80,000.00
Administrative Fee	-	119.00	119.00	500.00
	-	4,058.00	4,058.00	165,000.00
SOCIAL SECURITY FUND	4,488.22	4,944.58	9,432.80	60,000.00
IMRF FUND	12,554.34	13,864.48	26,418.82	300,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
TOTAL EXPENDITURES	33,907.43	42,728.94	76,636.37	948,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(114.20)	198,728.79	198,614.59	(376,641.00)
Ending Cash and Investments				
First National Bank	1,226,247.48	1,424,976.27	1,226,247.48	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,226,247.48	1,424,976.27	1,226,247.48	
GENERAL CORPORATE FUND				

Accounts Receivable Analysis

June 2020



Monthly Shut Off Summary

Lake in the Hills

- NONE.

Huntley

- NONE.

Crystal Lake

- NONE.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
July 16, 2020 Meeting Date**

Name	Memo	Amount
General Fund		
TOTAL GEN FUND BILLS PAID PRIOR TO MEETING		\$ -
O & M Fund		
AT & T	Emergency Communications	\$ 13.45
AT & T	Emergency Communications	\$ 298.55
AT & T	Emergency Communications	\$ 8,097.96
Comcast	Computer & Telephone	\$ 386.41
Pomp's Tire Service Inc	Maint/Repair - Plant Vehicles, Flat Repair on Skid Steer	\$ 61.00
Verizon Wireless	Emergency Communications	\$ 390.02
Warehouse Direct	Pro Svs - Copies 4/28-5/27/2020	\$ 19.48
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 9,266.87

**LITH SANITARY DISTRICT
Recurring Bills
July 16, 2020 Meeting Date**

Name	Memo	Amount
General Fund		
Illinois Municipal Retirement Fund	Employer Portion of IMRF - June 2020	\$ 13,864.48
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 4,944.58
TOTAL GENERAL FUND RECURRING BILLS		\$ 18,809.06
O & M Fund		
Blue Cross Blue Shield	Medical Insurance Premiums (for June 2020)	\$ 18,129.70
Humana	Specialty Insurance Premiums (for June 2020)	\$ 1,483.04
Payment Service Network	Collection Expenses from May 2020	\$ 406.60
United States Postal Service	Postage - Mailing of Quarterly Bills	\$ 3,806.26
TOTAL O & M RECURRING BILLS		\$ 23,825.60

Approved _____

President Hansen

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
July 16, 2020 Meeting**

Name	Memo	Amount
GENERAL CORP FUND BILLS		
Applied Technologies Inc	Contractual Svs -Engineering	\$ 980.00
Hawkins Inc	Chlorination - Alum Sulfate	\$ 1,462.60
Jones Insurance Services	Public Liability Ins - Property, Rental Equip Coverage	\$ 109.00
Nicor Gas	Utilities - Nat Gas	\$ 344.10
Shaw Suburban Media Group	Printing & Publications, Budget Ord & Board Meeting Date Change	\$ 1,099.12
Storino Ramello & Durkin	Contractual Svs - Legal	\$ 367.50
Turf Care Enterprises Inc	Buildings & Grounds, Early Summer Lawn Application	\$ 1,070.00
TOTAL GENERAL CORP FUND BILLS		\$ 5,432.32

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
July 16, 2020 Meeting**

Name	Memo	Amount
O & M BILLS		
Ansercall 24 LLC	Emergency Communications	\$ 98.00
BDP Industries	Maint/Repair - Plant, Press	\$ 1,740.57
Botts Welding & Truck Service, Inc.	Maint/Repair - Plant, Press	\$ 211.79
Calco, Ltd. Inc.	Operating Supplies - Lab	\$ 113.00
Cintas Corporation	Operating Supplies - Personnel	\$ 1,238.50
Civic Systems LLC	Computer Hardware, Software, Support - Semi-Ann Software	\$ 3,407.00
Constellation New Energy Inc	Utilities - Concord LS	\$ 1,476.54
Constellation New Energy Inc	Utilities - Meadowbrook LS	\$ 282.79
Constellation New Energy Inc	Utilities - Beach LS	\$ 81.88
Constellation New Energy Inc	Utilities - Dam LS	\$ 802.71
Constellation New Energy Inc	Utilities - Decatur LS	\$ 3,373.39
Constellation New Energy Inc	Utilities - Plant	\$ 32,673.35
Constellation New Energy Inc	Utilities - Pyott LS	\$ 987.72
Duke's Root Control, Inc.	Operating Supplies	\$ 1,985.18
First National Bank of Omaha - Visa	Operating Supplies	\$ 18.34
First National Bank of Omaha - Visa	Pro Svs Intuit Fees, Comp Hard/Software, Op Supplies Sm Tools & Pers	\$ 704.34
Grainger, Inc.	Operating Supplies - Safety	\$ 133.00
H.R. Stewart, Inc.	Maint/Repair - Plant, Bldgs & Grounds Maintenance - Bldg. J Heat	\$ 2,385.00
H.R. Stewart, Inc.	Maint/Repair - Plant, Main Lift Ventilation	\$ 21,685.00
Hach Company	Operating Supplies - Lab	\$ 204.91
Hawkins Inc	Sludge Management - Aqua Hawk 1124 & 808	\$ 7,630.95
Illinois EPA	Permits & Fees	\$ 17,500.00

Interstate All Battery Center	Maint/Repair - Coll System Decatur	\$	492.80
Joseph D. Foreman & Company, Inc.	Maint/Repair - Coll System	\$	1,737.00
Kaman Industrial Technologies	Maint/Repair - Plant, Oxidation Ditch	\$	255.39
Logsdon Office Supply	Office Supplies	\$	144.37
Logsdon Office Supply	Office Supplies	\$	112.19
Lou's Gloves Inc	Operating Supplies - Personnel	\$	202.00
McHenry County Recorder	Collection Expenses	\$	12.00
McMaster - Carr Supply Company, Inc.	Operating Supplies - Small Tools	\$	8.00
McMaster - Carr Supply Company, Inc.	Operating Supplies - Small Tools	\$	30.59
Mooers Products, Inc.	Maint/Repair - Plant, Digester Diffusers	\$	4,133.67
Mooers Products, Inc.	Maint/Repair - Plant, Digester Diffusers	\$	2,080.28
PetroChoice LLC	Sludge Management - Hydraulic Oil for Press	\$	47.85
PetroChoice LLC	Gas/Fuel	\$	419.09
Ryco Landscaping	Grounds Upkeep - June Mowing, Trimming & Tree/Shrub Trimming	\$	1,913.00
Storino Ramello & Durkin	Collection Expenses	\$	309.00
Suburban Laboratories, Inc.	Pro Svs - Lab	\$	132.00
Synagro-WWT, Inc.	Sludge Management - June 2020	\$	24,600.00
Technology Masters Inc	Computer Hardware, Software, Support - Maintenance	\$	620.50
The Home Depot	Operating Supplies - Small Tools	\$	12.97
Third Millennium Associates, Inc.	Quarterly Bill Rendering & FOG Insert	\$	2,811.16
USA BlueBook	Maint./Repair - Plant, Septic Receiving Station	\$	842.98
USA BlueBook	Operating Supplies - Small Tools	\$	268.26
USA BlueBook	Operating Supplies - Small Tools	\$	475.00
Warehouse Direct	Pro Svs - Copies	\$	19.28
Water One, Inc.	Operating Supplies - Personnel, Water Equip Rental	\$	22.50
Water Services Co	Pro Svs - Water Meter Calibration	\$	440.00
Ziegler's Ace Hardware	Operating Supplies	\$	300.64

TOTAL O&M FUND BILLS

\$ 141,176.48

CONSTRUCTION FUND BILLS

Applied Technologies Inc	Engineering - Task Order 19-04 Beach Lift Station CEI	\$	6,327.00
Applied Technologies Inc	Engineering - Task Order 20-01 Phosphorus Reduction Feasibility Study	\$	2,888.00

TOTAL CONSTRUCTION FUND BILLS

\$ 9,215.00

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$207,725.33 OF WHICH \$24,241.38 IS FROM THE GENERAL CORPORATE FUND, \$174,268.95 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$9,215.00 IS FROM THE CONSTRUCTION FUND, AND \$0.00 IS FROM THE BOND AND INTEREST FUND.

Approved _____

President Hansen

MANAGER'S REPORT

Month of June, 2020

Customers

	CURRENT	12/MO TOTAL	Data for June 2019
Total accounts through June 2019:	11,730		
New Customers:	0	18	1
Connections:	0	9	0
Permits Issued:	0	7	4
Permits Issued Past 13 Months:	11		
Total Permits Issued to Date:			
<i>Residential:</i>	10,086		
<i>Commercial:</i>	122		
<i>Industrial:</i>	1		

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

NAME	PE	DWELLINGS	Issued
Heathers Senior Living	75	3 multi-family bldgs	9/11/2019

COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
none			

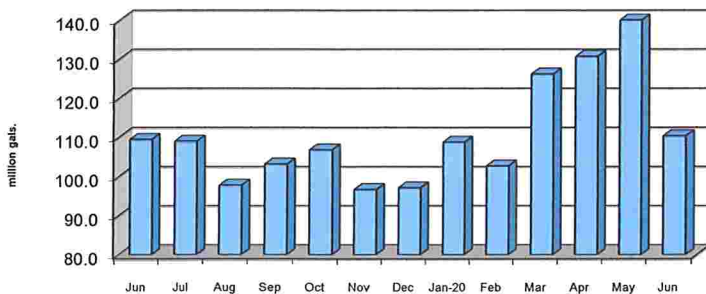
COLLECTION SYSTEM ACTIVITIES

Staff televised 16 manholes and 21 sewer lines (totaling 3,377').
 Staff also cleaned 1 manhole and completed 22 other assignments - cleaning, vactoring, and root cutting sewer lines.

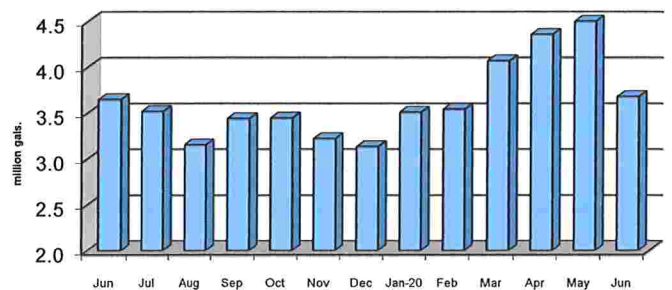
FLOWS

Total Effluent Flow for Month:	110.383	million gallons
Average Daily Flow:	3.679	mgd
Maximum Daily Flow:	4.981	mgd
Precipitation Total:	3.34	inches
Precipitation This Month Last Year:	4.13	inches
Septage Accepted:	619,058	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

June, 2020

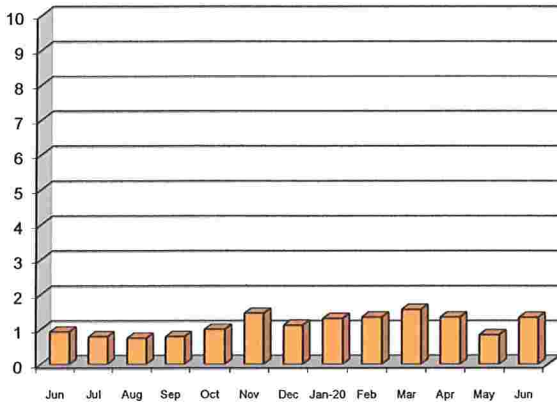
Page 2 of 2

TREATMENT PLANT OPERATIONS

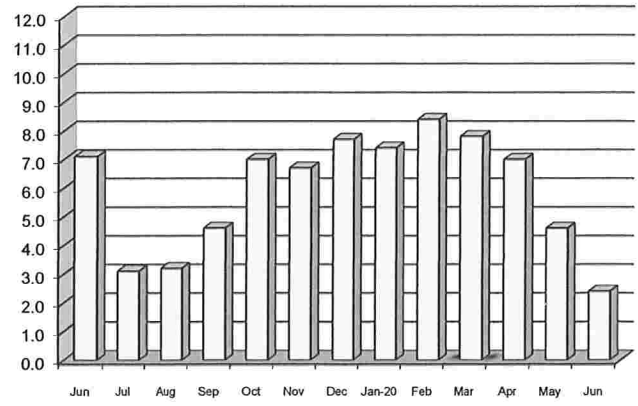
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
CBOD	136 mg/L	1.3 mg/L	99.0%
Total Suspended Solids:	375 mg/L	2.4 mg/L	99.4%
Ammonia Nitrogen:	14.5 mg/L	0.67 mg/L	95.4%
Phosphorus:		0.81 mg/L	
Fecal Coliform:		124 colonies (daily max.)	

This data represents the monthly averages taken from District records and submitted to the Illinois E.P.A.

Effluent Monthly Average - CBOD



Effluent Monthly Average - Total Suspended Solids



PLANT OPERATIONS SUMMARY

Wasted:	3.575 million gallons
Decanted:	0.000 million gallons
Thickened:	3.464 million gallons
To Digester:	0.904 million gallons
Pressed:	2.294 million gallons

PERSONNEL ACTIVITIES

Ross drove samples for required biomonitoring to North Shore Water Reclamation District on 6/2/20. Effluent passed 100%. Staff operated the press 12-14 hours a day during June to better manage extra solids received since March. Steven (RJ) Woolf started on 6/30/20 as seasonal help.

Respectfully submitted,

Tamara C. Mueller
District Manager



Date: July 16, 2020 **Project #:** 6255
To: Tamara Mueller, District Manager and Board of Trustees
Organization: Lake in the Hills Sanitary District
From: Peter E. Kolb, P.E., District Engineer
Regarding: July 2020 District Engineer's Report
Cc: Karen Thompson – District Clerk/Treasurer

1. Task Order 19-04 – Hagele Beach Lift Station Construction

a. Tasks completed this period

- i. Construction activities at the site are continuing. Project status photos are attached for reference.
- ii. The control panel and electrical boxes have been set and electrical connections are complete. The Village has inspected and approved the electrical connections and ComEd has installed the meter and connected the transformer on Hilltop Drive.
- iii. The Beach is now open. The Contractor has provided fencing to separate the site from the Beach.
- iv. There was no Progress Pay Request for this month.
- v. Lining of the new wet well is scheduled for Thursday 7/16 and Friday 7/17
- vi. Remaining items include, startup and testing, demolition of the existing station, and the remaining restoration.

b. Schedule

- i. Award – November 14, 2019
- ii. Construction – January 2020 - August 2020

2. Task Order 20-01 – Phosphorus Reduction Feasibility Study and Phosphorus Discharge Optimization Plan

a. Tasks completed this period

- i. Developing optimization measures that can be performed by the District to achieve the 0.5 mg/l phosphorus limit and outline of future measures that can be performed during the next permit cycle to meet a long-term limit 0.1 mg/L.
- ii. Coordination on process improvements is underway and discussions with staff on possible facility modifications is continuing.

- b. Schedule
 - i. Task Order Authorization - January 16, 2020
 - ii. Draft Reports and Documentation - August 2020
 - iii. Final Reports – September 2020
 - iv. Submittal to IEPA –October 2020

- 3. Task Order 20 –02 Electrical & Filter Building Improvements – Construction Engineering and Inspection Services
 - a. Tasks completed this period
 - i. Project was awarded to Larson & Larson Inc. in the amount of \$239,764.00 at the last board meeting.
 - ii. Documents were transmitted to L&L and requested signature on Contract, and submittal of Contract Bonds and Certificates of Insurance.
 - iii. Schedule on preconstruction conference and establishment of construction schedule pending.

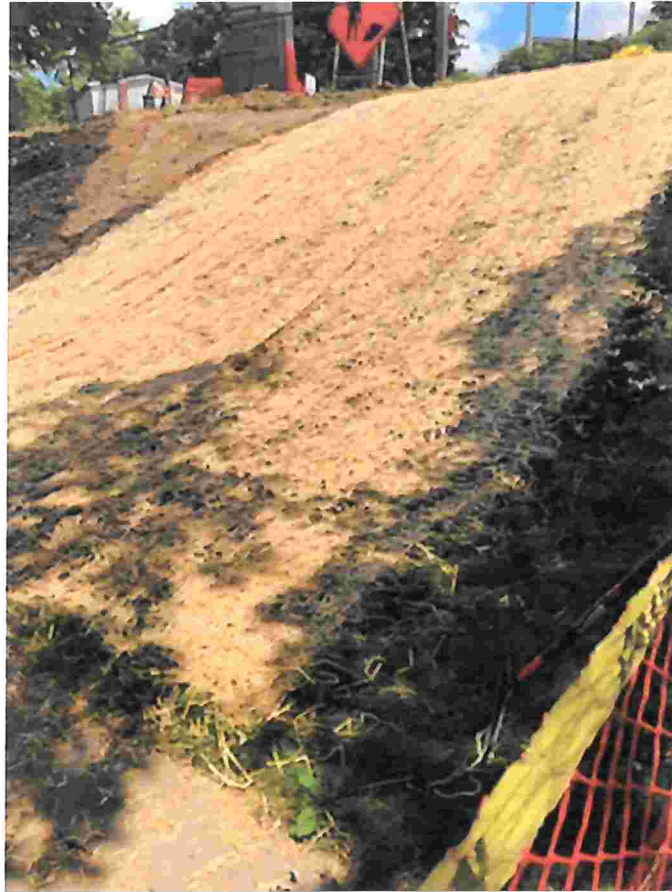
 - b. Schedule
 - i. Construction Contract Award - June 11, 2020
 - ii. Preconstruction Conference - Pending
 - iii. Construction – July to October 2020



Fence Removal



Crane Pedestal



Hagele Beach Seeding and Erosion Control



Hagele Beach Hill Restoration

468 Park Avenue • Lake Villa, Illinois 60046 • Phone (847) 265-7325 • Fax (847) 265-7327



Hagele Beach Restoration



New Beach Retaining Wall