



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
June 17, 2021
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Swearing in of New Trustee

Roll Call

Approval of the Minutes

Public Comments

Consent Agenda

Specific Agenda

A. Voting for President and Vice President

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$189,917.01 of which \$18,787.80 is from the Governmental Fund, \$158,301.20 is from the Operations and Maintenance Fund, \$12,828.01 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.

Manager's Report

Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Public Hearing & Regular Meeting Minutes
May 20, 2021**

Public Hearing – Budget and Appropriations for Fiscal Year May 1, 2021 through April 30, 2022

Roll Call:

The public hearing was called to order by President Hansen at 7:00pm 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 District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Peter Kolb of Applied Technologies, Attorney Melissa Wolf of Storino Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

Public Comments:

None.

The Budget and Appropriations for Fiscal Year May 1, 2021 through April 30, 2022 was presented.

District Manager stated that she only made two changes from the draft copy that was presented last month. The first change is an increase of \$10,000.00 to Operations & Maintenance of Plant Professional Services. This is because we now have to do barium testing three times per week. She also increased the amount we anticipate to receive for connection fees to \$300,000.00. This is because it is anticipated that the Melody Living development will be applying for their permit very soon.

Trustee Reed asked a question about the reduction to the IMRF fund. District Manager explained that she was able to significantly reduce this expense because our ERI balance has been paid off.

There being no further business to bring before the Board, President Hansen made a motion to adjourn the meeting. This motion was seconded by Trustee Kehoe. 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 President Hansen at 7:03pm 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 in attendance were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, 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 Reed and seconded by Trustee Kehoe to approve the minutes of the Regular Board Meeting of April 15, 2021 as presented. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

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Board of Trustees Public Hearing & Regular Meeting Minutes
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Public Comments:

None.

Consent Agenda:

Motion was made by Trustee Kehoe, seconded by Trustee Reed to approve the Consent Agenda. There were no additional questions.

- A. Approval of Ordinance No. 408, An Ordinance for the Combined Budget and Appropriations for Fiscal Year May 1, 2021 through April 30, 2022.
- B. Approval of Application and Certificate for Payment No. 5 - FINAL in the Amount of \$5,306.76 to Martam Construction, Inc. for the Hagele Beach Lift Station Project.

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

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the April 2021 Treasurer's reports and provided a verbal summary of some of the receipts and expenses. She also stated that all of the budget adjustments that were approved last month in Ordinance No. 407 have been integrated into the April reports. She further reminded the Board that the District's fiscal year ends April 30th, therefore, the YTD column on these reports shows where we ended the fiscal year on a cash basis.

She also stated that we closed our account at Illinois State Bank. This bank closed their local branch on April 23, 2021. There was \$14,111.76 in the account at Illinois State Bank and those funds were deposited into our O&M account at First National Bank.

Motion was made by Trustee Kehoe, seconded by Trustee Reed, to approve the April 2021 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 also mentioned that we paid \$84,267.16 to pay off our ERI balance at IMRF. You can see this listed separately on the bottom of the bills paid in advance report.

Motion was made by President Hansen and seconded by Trustee Kehoe to approve the List of Bills for payment totaling \$233,009.84 of which \$108,419.22 is from the General Corporate Fund, \$124,590.62 is

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Board of Trustees Public Hearing & Regular Meeting Minutes
May 20, 2021**

from the Operations and Maintenance Fund, \$0.00 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.

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

Manager's Report:

District Manager presented a written copy of the April 2021 Manager's Report and provided a verbal summary.

There were no emergency call outs in April.

All six lift stations and the treatment plant are now monitored by MetroCloud SCADA.

District staff has been working with staff from Evoqua, Cascade Energy, and WasteWater Technology Trainers to greatly improve the treatment process at the plant. While we work through these changes, we did have some process issues and two odor complaints in April. Ultimately the process changes that we are implementing will allow us to use less energy, less polymer, incur lower hauling costs, maintain more detention time in our digesters, and increase the longevity of District equipment. Staff is very excited about these changes as we are on the brink of making some awesome improvements.

President Hansen asked about the Village's Open House on May 15th. District Manager indicated that staff attended with the vacor truck, TV truck, manhole camera and some nozzles. It was a good event.

The household hazardous waste event that we were going to host in June has been moved to a different location as the County felt there may have been some traffic flow issues with hosting it here.

We requested four quotes for the new maintenance vehicle. We received three quotes back that range in price from \$33,657.00 to \$37,196.00. We went with the lowest quote and the vehicle has been ordered. It will take us several months to receive the vehicle due to Covid related delays. The vehicle is a 2022 Ford F-250 Super Cab 4x4.

James Olvera, the District's Utility Systems Manager, provided a presentation on the District's GIS. He stated that we have made some great improvements with training on and usage of Arc GIS. Our ultimate goal is to be able to identify and fix problem areas more proactively. This software is helping us make great progress towards this goal.

Motion was made by President Hansen, and seconded by Trustee Kehoe, to approve the April 2021 Manager's Report.

The motion passed after 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 summary.

Task Order 19-04 (Hagele Beach Lift Station Construction) – This project is complete and the final pay application for the remaining retention has been approved tonight. The total project was completed for \$530,676.32 which was a little under the authorized contract price of \$532,575.20

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Task Order 20-02 (Electrical & Filter Building Improvements CEI) – Retainage is still being held until completion of all remaining items including an Operator Training Session and approval of an Operation and Maintenance Manual. District Manager stated that the make-up air wasn't running late this afternoon. District Engineer indicated they will reach out to the supplier to have them address this issue and answer questions from District staff.

Attorney's Report:

None.

Unfinished Business:

President Hansen asked about electing officers. District Manager indicated that she was waiting until the County has made a decision on the Trustee position.

New Business:

None.

Adjournment:

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

The meeting was adjourned at 7:29pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2021.

President Hansen

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of May, 2021

		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 - O & M Account	O&M	417,010.31	812,545.45	812,545.45
First National Bank - Certificate Fund	Bond & Int	156,569.52	33,778.44	33,778.44
First National Bank - Depreciation Account	Construction	2,274,444.93	2,280,409.47	2,280,409.47
First National Bank - Surplus Funds	Construction	22,562.49	20,155.67	20,155.67
First National Bank - Bond & Interest Fund	Bond & Int	922,828.49	761,872.03	761,872.03
First National Bank - Sinking Funds	Bond & Int	1,052,749.21	1,067,518.48	1,067,518.48
Algonquin Bank & Trust - Cash Mgr	O&M	835,620.19	1,051,983.88	1,051,983.88
Algonquin Bank & Trust - Operating	O&M	0.00	1,130.00	1,130.00
Home State Bank	O&M	32,882.23	34,814.21	34,814.21
Illinois State Bank	O&M	14,111.76	CLOSED	CLOSED
Credit Cards		(1,551.09)	(684.22)	(684.22)

TOTAL BEGINNING CASH AND INVESTMENTS 5,727,228.04 6,063,523.41 6,063,523.41
SEWERAGE FUNDS

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Sewer Bill Income/User Charges	802,536.83	69,214.27	69,214.27	3,600,000.00
Septage Income	17,884.04	43,619.04	43,619.04	300,000.00
Wastewater Discharge Income	3,304.29	3,563.82	3,563.82	45,000.00
Refunds	(628.42)	(963.19)	(963.19)	-
Connection/Tap-On Fees	5,200.00	5,200.00	5,200.00	300,000.00
Annexation Fees (inc. GIS)	-	-	-	5,000.00
Downstream & Misc Charges	-	-	-	500.00
Liftstation Recapture	-	-	-	-
Gain/Loss - Sale of Equipment	-	-	-	-
Rebates, Refunds or Grants Received	2,613.03	65,957.93	65,957.93	-
Interest Income	153.53	156.78	156.78	5,000.00
TOTAL REVENUES AND RECEIPTS	831,063.30	186,748.65	186,748.65	4,255,500.00

Expenditures

PERSONNEL SERVICES

District Personnel Salaries	35,834.30	37,166.09	37,166.09	634,000.00
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ADMINISTRATIVE EXPENSES

Telephone	207.52	207.83	207.83	3,000.00
Postage	282.36	532.62	532.62	22,000.00
Printing and Publications	152.36	-	-	2,000.00
Office Supplies	155.78	769.77	769.77	7,500.00
Billing and Collection Expenses	1,761.01	24,385.75	24,385.75	80,000.00
Professional Services	75.83	81.83	81.83	10,000.00
Training, Travel and Education	-	100.00	100.00	7,000.00
Computer Hardware, Software, and Support	908.03	1,595.83	1,595.83	25,000.00
Community Affairs	-	-	-	2,000.00
Medical and Life Insurance	18,526.89	18,526.89	18,526.89	275,000.00
	22,069.78	46,200.52	46,200.52	433,500.00

OPERATIONS AND MAINTENANCE

Operating Supplies	2,307.61	3,644.68	3,644.68	60,000.00
Maintenance and Repair (Plant)	3,130.20	8,439.93	8,439.93	150,000.00
Maintenance and Repair (Collection Systems)	-	161.30	161.30	310,000.00
Utilities and Energy	1,180.11	52,628.92	52,628.92	475,000.00
Grounds Upkeep	-	5,313.50	5,313.50	30,000.00
Gasoline/Oil	-	931.33	931.33	20,000.00
Computer and Support Services	-	-	-	2,000.00
Emergency Communications	20,556.00	16,334.44	16,334.44	75,000.00
Sludge Management	37,112.97	26,243.00	26,243.00	225,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Professional Services	1,890.00	2,104.30	2,104.30	35,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	-	-	30,000.00
GIS	-	-	-	10,000.00
	<u>66,176.89</u>	<u>115,801.40</u>	<u>115,801.40</u>	<u>1,432,000.00</u>

Expenditures (continued)

CAPITAL IMPROVEMENTS

New Construction	1,937.50	18,134.77	18,134.77	1,500,000.00
Plant Equipment	34,985.00	-	-	530,000.00
Collection System	30,470.00	-	-	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>67,392.50</u>	<u>18,134.77</u>	<u>18,134.77</u>	<u>3,286,000.00</u>

BOND TRANSFERS

2008 Debt Certificates, Principal	115,000.00	-	-	120,000.00
2008 Debt Certificates, Interest	21,293.76	-	-	38,000.00
Administration Fees - 2008 Debt Certs	-	-	-	2,000.00
	<u>136,293.76</u>	<u>-</u>	<u>-</u>	<u>160,000.00</u>

Series 2014 Bond, Principal	110,000.00	-	-	115,000.00
Series 2014 Bond, Interest	53,268.75	-	-	104,000.00
Administration Fees - 2014 Series Bond	400.00	-	-	2,000.00
	<u>163,668.75</u>	<u>-</u>	<u>-</u>	<u>221,000.00</u>

CONTINGENT AND MISCELLANEOUS EXPENSES

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

TOTAL EXPENDITURES	<u>491,435.98</u>	<u>217,302.78</u>	<u>217,302.78</u>	<u>6,169,500.00</u>
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EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>339,627.32</u>	<u>(30,554.13)</u>	<u>(30,554.13)</u>	<u>(1,914,000.00)</u>
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		BANK BAL AT END OF THE PRIOR MONTH	BANK BAL AT END OF THE CURRENT MONTH	BANK BAL AT THE END OF MAY
Ending Cash and Investments				
First National Bank - O & M Account	O&M	812,545.45	686,364.52	686,364.52
First National Bank - Certificate Fund	Bond & Int	33,778.44	47,279.38	47,279.38
First National Bank - Depreciation Account	Construction	2,280,409.47	2,293,898.81	2,293,898.81
First National Bank - Surplus Funds	Construction	20,155.67	52,021.58	52,021.58
First National Bank - Bond & Interest Fund	Bond & Int	761,872.03	828,722.37	828,722.37
First National Bank - Sinking Fund	Bond & Int	1,067,518.48	1,082,289.01	1,082,289.01
Algonquin Bank & Trust - Cash Mgr.	O&M	1,051,983.88	1,014,741.33	1,014,741.33
Algonquin Bank & Trust - Operating	O&M	1,130.00	166.00	166.00
Home State Bank	O&M	34,814.21	35,060.80	35,060.80
Illinois State Bank	O&M	CLOSED	CLOSED	CLOSED
Credit Cards	O&M	(684.22)	(727.13)	(727.13)
		<u>6,063,523.41</u>	<u>6,039,816.67</u>	<u>6,039,816.67</u>
TOTAL ENDING CASH AND INVESTMENTS				
SEWERAGE FUNDS				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of May, 2021

	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	\$ 1,305,664.38	\$ 1,179,078.27	\$ 1,179,078.27
Credit Cards	(342.46)	-	-
TOTAL BEGINNING CASH AND INVESTMENTS	1,305,321.92	1,179,078.27	1,179,078.27

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	-	7,079.95	7,079.95	375,000.00
Audit Fund	-	94.56	94.56	5,000.00
Chlorination Fund	-	0.32	0.32	10.00
Liability Insurance Fund	-	944.14	944.14	50,000.00
Social Security Fund	-	1,227.33	1,227.33	65,000.00
Retirement Fund	-	2,926.48	2,926.48	155,000.00
Replacement Taxes	526.17	678.09	678.09	-
Rebates or Grants Received	-	-	-	-
Interest Income	30.35	29.97	29.97	1,000.00
TOTAL REVENUES AND RECEIPTS	556.52	12,980.84	12,980.84	651,010.00

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	14,365.00	14,748.40	14,748.40	190,000.00
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CONTRACTUAL SERVICES

Professional Engineering	1,724.00	2,042.00	2,042.00	66,000.00
Legal Services	-	2,362.50	2,362.50	35,000.00
Other Professional Services	-	-	-	5,000.00
	1,724.00	4,404.50	4,404.50	106,000.00

ADMINISTRATIVE EXPENSES

Printing, Publications	-	53.02	53.02	5,000.00
Office Supplies, Equipment	-	-	-	2,500.00
Postage	-	-	-	1,500.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	110.00	-	-	4,000.00
	110.00	53.02	53.02	18,000.00

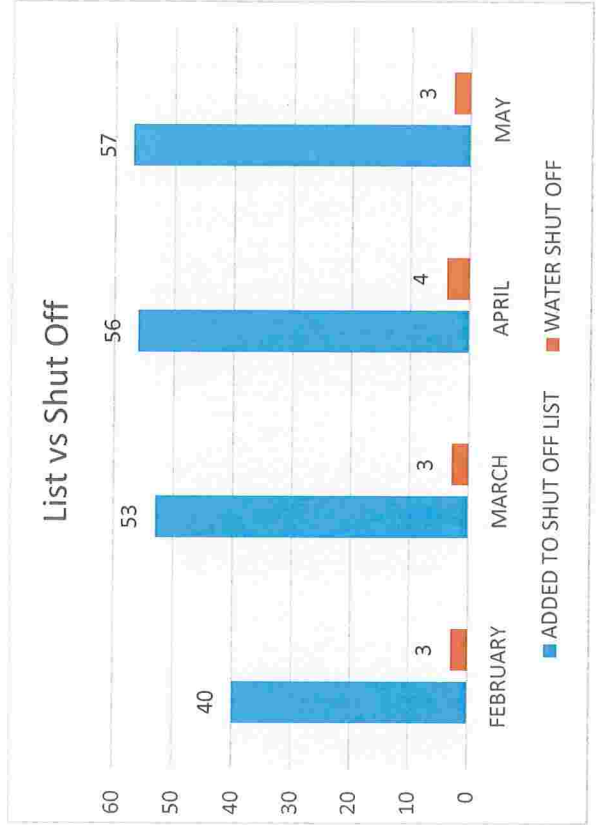
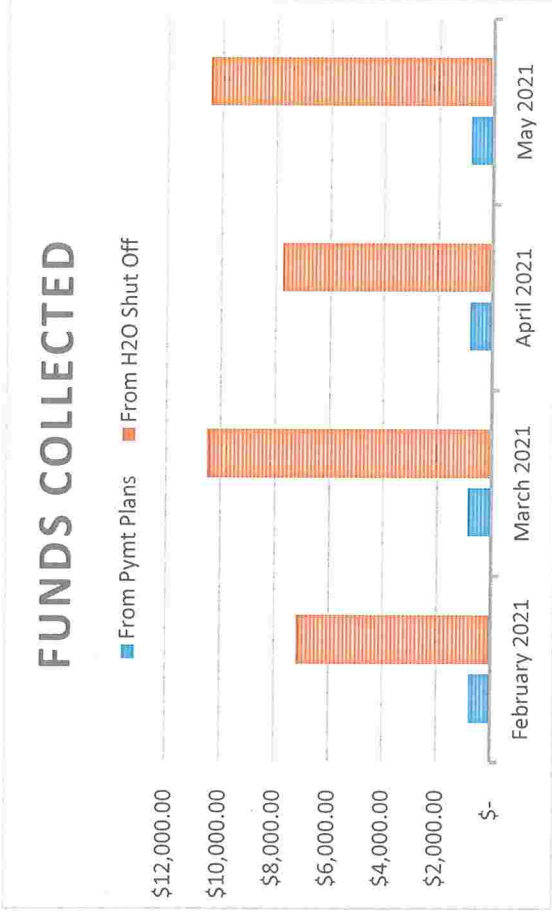
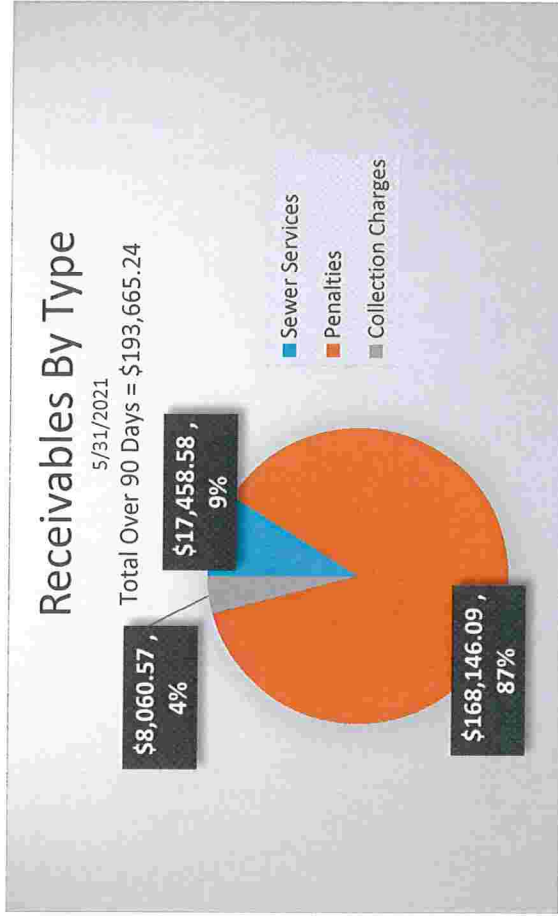
OPERATING EXPENSES

Building and Grounds Upkeep	-	-	-	15,000.00
Utilities	9,557.67	-	-	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	-	-	-	7,000.00
	9,557.67	-	-	60,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	-	1,000.00
	-	-	-	1,000.00
TOTAL GENERAL FUND	25,756.67	19,205.92	19,205.92	375,000.00
Expenditures (continued)				
CHLORINATION FUND	-	2,918.20	2,918.20	24,000.00
	-	2,918.20	2,918.20	24,000.00
AUDIT FUND	-	-	-	20,000.00
	-	-	-	20,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	4,786.00	4,786.00	4,786.00	30,000.00
Administrative Fee	144.00	144.00	144.00	1,000.00
Property	-	-	-	45,000.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	74,000.00
	4,930.00	4,930.00	4,930.00	165,000.00
SOCIAL SECURITY FUND	3,840.23	3,971.48	3,971.48	65,000.00
IMRF FUND	92,273.27	8,288.14	8,288.14	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	126,800.17	39,313.74	39,313.74	804,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(126,243.65)	(26,332.90)	(26,332.90)	(152,990.00)
Ending Cash and Investments				
First National Bank	\$ 1,179,078.27	\$ 1,152,745.37	\$ 1,152,745.37	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,179,078.27	1,152,745.37	1,152,745.37	
GENERAL CORPORATE FUND				

Accounts Receivable Analysis

May 2021



Monthly Shut Off Summary

Lake in the Hills

- 2 shut offs – 1 pd. in full post shut off & 1 pd. partially with an agreement to pay remaining balance at a future date.

Huntley

- None.

Crystal Lake

- 1 shut off – paid in full post shut off.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
June 17, 2021 Meeting Date**

Name	Memo	Amount
Governmental Fund		
IGS Energy	Utilities - Nat Gas Sales for March 2021	\$ 1,450.96
IGS Energy	Utilities - Nat Gas Sales for April 2021	\$ 546.72
McHenry County Recorder	Computer Exp - 3rd QU Laredo Software	\$ 275.00
Pitney Bowes	Postage - Meter Rental 4/16-7/15/21	\$ 122.85
TOTAL GEN FUND BILLS PAID PRIOR TO MEETING		\$ 2,395.53
O & M Fund		
AT&T	Emergency Communications	\$ 13.91
Marc Kresmery Construction	Maint/Repair - Plant, Digesters	\$ 3,632.20
Marc Kresmery Construction	Maint/Repair - Plant, Non-Potable Water Leak	\$ 998.34
Verizon Wireless	Emergency Communications	\$ 356.68
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 5,001.13
Construction Fund		
Marc Kresmery Construction	Cap Imprvt - New Construction, Curb	\$ 12,828.01
TOTAL CONST BILLS PAID PRIOR TO MEETING		\$ 12,828.01

**LITH SANITARY DISTRICT
Recurring Bills
June 17, 2021 Meeting Date**

Name	Memo	Amount
Governmental Fund		
Illinois Municipal Retirement Fund	Employer Portion of IMRF - May 2021	\$ 8,288.14
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 3,971.48
TOTAL GOVERNMENTAL FUND RECURRING BILLS		\$ 12,259.62
O & M Fund		
Blue Cross Blue Shield	Medical Insurance Premiums (for May 2021)	\$ 17,305.04
Humana	Specialty Insurance Premiums (for May 2021)	\$ 1,221.85
Payment Service Network	Collection Expenses from April 2021	\$ 6,161.21
United States Postal Service	Postage - Mailing of Past Due Notices	\$ 520.59
TOTAL O & M RECURRING BILLS		\$ 25,208.69

Approved _____

President Hansen

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
June 17, 2021 Meeting**

Name	Memo	Amount
GOVERNMENTAL FUND BILLS		
Applied Technologies Inc	Contractual Svcs - Engineering	\$ 1,205.00
Hawkins Inc	Chlorination - Alum Sulfate	\$ 1,446.10
Nicor Gas	Utilities - Nat Gas 3/9-5/7/21	\$ 1,087.80
Storino, Ramello & Durkin	Contractual Svcs - Legal	\$ 393.75
TOTAL GOVERNMENTAL FUND BILLS		\$ 4,132.65

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
June 17, 2021 Meeting**

Name	Memo	Amount
O & M BILLS		
AutoZone, Inc.	Maint/Repair - Plant Vehicles, Bulb for F-350 Dump Truck	\$ 13.99
AutoZone, Inc.	Maint/Repair - Plant Vehicles, Tire Plug Repair Old Expedition	\$ 30.98
BDP Industries	Maint/Repair - Plant, Press	\$ 1,203.22
Calco, Ltd. Inc.	Operating Supplies - Lab	\$ 117.00
Cintas Corporation #355	Operating supplies - Personnel	\$ 581.80
Consolidated Electrical Distributors, Inc	Maint/Repair - Plant	\$ 237.50
Constellation New Energy	Utilities - Plant 4/13-5/12/21	\$ 10,784.43
Constellation New Energy	Utilities - Decatur 4/13-5/12/21	\$ 1,766.24
Constellation New Energy	Utilities - Concord 4/7-5/6/21	\$ 989.62
Constellation New Energy	Utilities - Meadowbrook 3/9-4/7/21	\$ 160.70
Constellation New Energy	Utilities - Meadowbrook 4/7-5/6/21	\$ 222.73
Constellation New Energy	Utilities - Beach 4/13-5/12/21	\$ 58.33
Constellation New Energy	Utilities - Dam 4/13-5/12/21	\$ 254.93
Emerald Coast Manufacturing	Cap Imprvmts - Plant Equipment, Influent Sampler	\$ 6,849.00
First National Bank of Omaha - Visa	Pro Svcs Intuit Fees, Telephone Exp, Computer Exp, Training Travel & Education	\$ 614.32
First National Bank of Omaha - Visa	Maint/Repair - Plant, Sand Filter Bridge Controls	\$ 255.31
Flood Brothers Disposal & Recycling Svcs	Bldgs & Grounds - June Trash & Recycling	\$ 327.74
Hach Company	Operating Supplies - Lab	\$ 885.16
Hach Company	Operating Supplies - Lab	\$ 66.77
Hach Company	Operating Supplies - Lab	\$ 78.46
Harrell & Son's Lawn Maintenance	Grounds Upkeep - May Mowing	\$ 1,200.00
Hawkins, Inc	Sludge Management - Aqua Hawk 1124 & 808	\$ 7,618.45
Illinois Dept of Employment Security	Personnel Svcs - Unemployment	\$ 8,840.00
Kaman Industrial Technologies	Maint/Repair - Plant, Oxidation Ditch Bank #307	\$ 4,137.70
Logsdon Office Supply	Office Supplies	\$ 225.70
Logsdon Office Supply	Office Supplies	\$ 11.58
McHenry County Recorder	Collection Expenses	\$ 11.00
Metropolitan Industries, Inc.	Cap Improvements - Plant Equip, ACP 12	\$ 3,125.00

Metropolitan Industries, Inc.	Cap Improvements - Collection System, Decatur LS	\$	50,571.00
PetroChoice	Gas/Fuel	\$	185.54
Phenova Inc	Operating Supplies - Lab	\$	305.20
Sigma-Aldrich Inc	Operating Supplies - Lab	\$	612.39
Suburban Laboratories, Inc.	Pro Svs - Lab, 4/9/21	\$	533.00
Suburban Laboratories, Inc.	Pro Svs - Lab, 5/14/21	\$	177.00
Suburban Laboratories, Inc.	Pro Svs - Lab, 5/20/21	\$	94.98
Suburban Laboratories, Inc.	Pro Svs - Lab, 5/21/21	\$	36.00
Suburban Laboratories, Inc.	Pro Svs - Lab, 5/26/21	\$	36.00
Suburban Laboratories, Inc.	Pro Svs - Lab, 5/27/21	\$	94.98
Synagro-WWT, Inc.	Sludge Management - May 2021	\$	22,920.00
TAS United	Emergency Communications	\$	100.00
Technology Masters Inc	Computer Expenses - 5/17/21 Email Issue	\$	96.75
Technology Masters Inc	Computer Expenses - 6/4 & 6/5 Maintenance	\$	829.00
USA BlueBook	Sludge Management, Drum Pump	\$	325.14
Village of Lake In The Hills	Utilities - Water	\$	77.89
Village of Lake In The Hills	Collection Expenses- Water Shut Off Fees	\$	105.00
Warehouse Direct	Pro Svs - Copies	\$	13.81
Water One, Inc.	Operating Supplies - Drinking Water Equip Rental	\$	22.50
Ziegler's Ace Hardware	Operating Supplies	\$	287.54

TOTAL O&M FUND BILLS

\$ 128,091.38

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$189,917.01 OF WHICH \$18,787.80 IS FROM THE GOVERNMENTAL FUND, \$158,301.20 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$12,828.01 IS FROM THE CONSTRUCTION FUND, AND \$0.00 IS FROM THE BOND AND INTEREST FUND.

Approved _____

President Hansen

MANAGER'S REPORT

Month of May, 2021

Customers

	CURRENT	12/MO TOTAL	Data for May 2020
Total accounts:	11,740		
New Customers:	1	10	0
Connections:	2	7	1
Permits Issued:	2	9	0
Permits Issued Past 13 Months:	9		
Total Permits Issued to Date:			
<i>Residential:</i>	10,095		
<i>Commercial:</i>	122		
<i>Industrial:</i>	1		

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

NAME	PE	DWELLINGS	Issued
Arden Rose Home Care	81	3 buildings	1/15/2021

COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
5/20/2021	21 Grant Street	blocked service line	no
5/26/2021	104 Oakleaf Street	toilet not flushing	yes

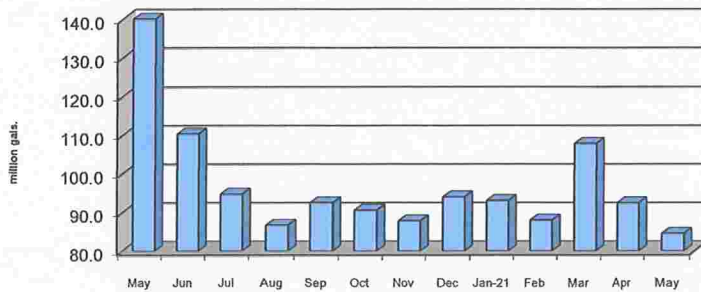
COLLECTION SYSTEM ACTIVITIES

Six lines totaling 1,630' were cleaned and root cut.
James televised 20 lines (3,644') in the original part of town as part of the bi-annual re-inspection.

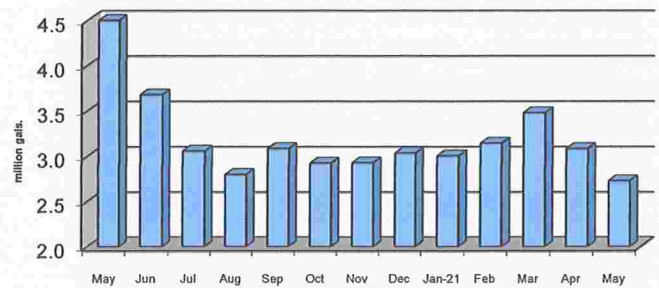
FLOWS

Total Effluent Flow for Month:	84.556	million gallons
Average Daily Flow:	2.728	mgd
Maximum Daily Flow:	3.052	mgd
Precipitation Total:	3.19	inches
Precipitation This Month Last Year:	9.16	inches
Septage Accepted:	643,439	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

May, 2021

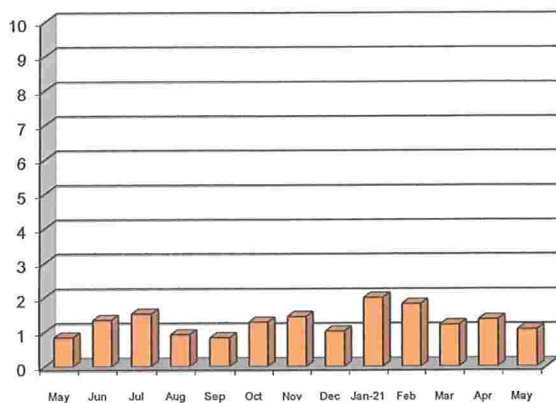
Page 2 of 2

TREATMENT PLANT OPERATIONS

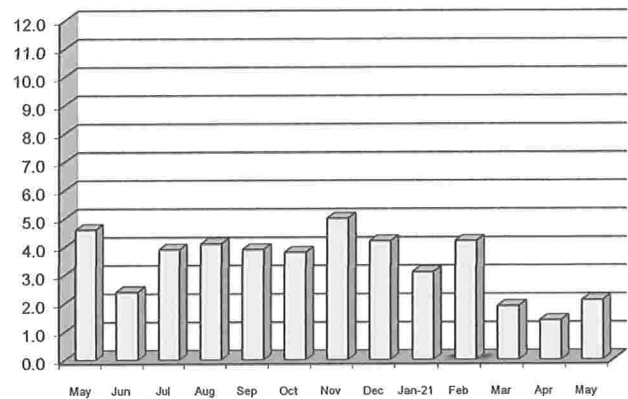
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	150 mg/L	1.1 mg/L	99.3%
Total Suspended Solids:	387 mg/L	2.1 mg/L	99.5%
Ammonia Nitrogen:	21.0 mg/L	0.8 mg/L	96.0%
Phosphorus:		0.14 mg/L	
Fecal Coliform:		11 colonies (daily max.)	

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:	4.350 million gallons
Decanted:	0.000 million gallons
Thickened:	3.816 million gallons
To Digester:	1.242 million gallons
Pressed:	1.400 million gallons

PERSONNEL ACTIVITIES

Tamara attended a virtual ComEd SEM Workshop on 5/5/21.
 Karen and Tamara attended a virtual Paymaker demo on 5/25/21.
 Tamara, Mike, John, James, and Jessica attended a ComEd SEM Treasure Hunt on 5/26/21.

Respectfully submitted,

Tamara C. Mueller
 District Manager



Date: June 17, 2021 **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: June 2021 District Engineer's Report

Cc: Karen Thompson – District Clerk/Treasurer

1. Task Order 20 –02 Electrical & Filter Building Improvements – Construction Engineering and Inspection Services
 - a. Project Status:
 - i. HVAC units and all systems are functional.
 - ii. The Operation and Maintenance Manual has been received and reviewed for completeness; final copy to be delivered to the District
 - iii. Retainage in the amount of \$11,198.70 is being held until completion of an Operator Training Session. Currently coordinating on a specific date for this training with the contractor.
 - b. Schedule
 - i. Construction Contract Award - June 11, 2020
 - ii. Construction – October 2020 to May 2021
 - iii. Project Closeout – June 2021
 - iv. Final payout – July 2021