



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
November 18, 2021
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Pledge of Allegiance

Roll Call

Approval of the Minutes

Public Comments

Consent Agenda

- A. Approval of employee recognition per the District Manager's recommendation.**
- B. Approval of writing off uncollectible residential accounts per staff's recommendation.**

Specific Agenda

Treasurer's Report

Approval of the Bills

Grand total of all bills presented for approval is \$230,155.87 of which \$90,138.90 is from the Governmental Fund, \$111,146.01 is from the Operations and Maintenance Fund, \$28,870.96 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.

Manager's Report

Insurance – staying with current carriers

Staffing – seasonal help, operator position update

Engineer's Report

Attorney's Report



LAKE IN THE HILLS SANITARY DISTRICT

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7:00 p.m.
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Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
October 21, 2021**

Pledge of Allegiance

Roll Call:

The regular meeting 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 Jessica Reed and Trustee Russ Ruzanski. Also in attendance were District Manager Tamara Mueller, District Engineer Peter Kolb of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson. Assistant District Manager Mike Nelson arrived after roll call.

Approval of Minutes:

Motion was made by President Hansen and seconded by Trustee Reed to approve the minutes of the Regular Board Meeting of September 16, 2021 as presented. On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye.

Public Comments:

None.

Consent Agenda:

Motion was made by Trustee Reed, seconded by President Hansen to approve the Consent Agenda. Some minimal discussion took place regarding the backwash water rates.

- A. Approval of Task Order 21-01 in the amount of \$31,000 for the Front Entrance Drive Project.
- B. Approval to increase the backwash water rates over three years, from \$1.09/1000 gallons to \$2.25/1000 gallons.

On a roll call vote, President Hansen and Trustees Reed and Ruzanski 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 September 2021 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

Motion was made by Trustee Ruzanski, seconded by Trustee Reed, to approve the September 2021 Treasurer's reports. On a roll call vote, President Hansen, Trustee Reed and Trustee Ruzanski voted aye.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
October 21, 2021**

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 Trustee Reed and seconded by President Hansen to approve the List of Bills for payment totaling \$238,249.30 of which \$34,388.19 is from the Governmental Fund, \$101,906.97 is from the Operations and Maintenance Fund, \$101,954.14 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 Reed and Trustee Ruzanski voted aye.

Manager's Report:

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

There was one emergency call out in September which was the result of a plugged service line, therefore, it was not the District's problem.

The District had a surprise OSHA inspection on September 23rd. The inspector was onsite for 6 ½ hours, walked the facility and spoke with some staff. This was a random, computer generated inspection and there were no fines. Staff has been busy gathering requested documents and making the required corrections. OSHA indicated that they may or may not come back to re-inspect.

Our new administrative assistant started on September 20th and the employee she replaced left on October 1st. All is going very well.

We received a letter from the Illinois Division of the Izaak Walton League of America thanking us for our participation in the energy management program. The letter also included additional suggestions for conservation such as installing plantings for Monarch butterflies, which is something that we already do.

In an effort to save money on insurance, we looked into and received a quote for participation in a Professional Employer Organization (PEO). Additional research found that due to our relationship with IMRF this would not be an option. Had we been eligible for participation in a PEO, the minimal savings in insurance costs would've been used up by the fees. This also provides proof that our rates are not that out of line. District Manager is also working on getting workers compensation and general liability quotes. As of right now, it looks like the best pricing will be to stay with our current providers.

We received a written proposal from ZRFM and an email quote from another firm for legal services. Additional quotes were sought, but never provided. Although the regular rate of the current attorney's office is slightly higher than the quote emailed to us, they do provide us with a significantly reduced rate for lien work. Taking this into consideration, District Manager believes that our current attorney is very competitive for their services. District Attorney further added that she tries to keep costs down by streamlining her services.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
October 21, 2021**

Trustee Ruzanski asked if we could have the staff use a microphone for future meetings as sometimes it is difficult for him to hear. District Manager will work on getting this set up.

Motion was made by Trustee Ruzanski and seconded by Trustee Reed to approve the Manager's report. The motion passed after a roll call vote; President Hansen, Trustee Reed and Trustee Ruzanski voted aye.

Engineer's Report:

District Engineer Peter Kolb provided a written report and a verbal summary of some of the items that they are currently working on. These items are as follows:

- 1) Barium Discharge Limits – District Manager sent a memo to both the Villages of Lake in the Hills and Huntley so they are aware of the District's additional barium restrictions. A meeting to discuss this is scheduled for October 25th with the Village of Lake in the Hills. ATI and staff are attempting to schedule a meeting with Huntley as well.
- 2) Treatment Plant Pavement – A crew from Rose Paving was onsite today doing patches to the interior access roads. They are about halfway done and will be back to finish the work next Friday.
- 3) Holding Tank Refurbishment Project – An inspection was done about a month ago by ATI's structural engineer. A memo with options was prepared and this memo was just delivered to District staff. ATI and staff will go through the report and will come up with repair cost options and estimates.

Attorney's Report:

None.

Unfinished Business:

None.

New Business:

None.

Adjournment:

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

The meeting was adjourned at 7:27pm.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
October 21, 2021**

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2021.

President Hansen



LAKE IN THE HILLS SANITARY DISTRICT

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

Memo

To: President and Board of Trustees
From: Tamara Mueller, District Manager
Date: November 12, 2021
Re: Employee Recognition Recommendations

Employees have worked diligently the last year to save energy, to save money, and to keep the District operating smoothly. Therefore, I would like to recognize employee dedication with a bonus more substantial than in years past and I submit to you, for approval at the Regular Meeting of the Board of Trustees on November 18, 2021, the following schedule for this year's employee recognition, to be distributed with the December 15th paychecks.

<u>Employee</u>	<u>Amount</u>
Michael Nelson	\$1,500
John Caccamo	\$1,400
James Olvera	\$1,400
Jerilyn Stahlberg	\$1,400
Karen Thompson	\$1,400
Jennifer Olson	\$1,350
Rene Rodriguez	\$1,350
Tamara Mueller	\$1,000
Kadie Gillie	\$675 (employee since July 2021)
Dwight Hiott	\$675 (employee since July 2021)
Dierdre Murphy	\$350 (employee since end of September 2021)

Thank you.

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

		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	651,629.61	542,408.21	812,545.45
First National Bank - Certificate Fund	Bond & Int	87,784.20	82,509.49	33,778.44
First National Bank - Depreciation Account	Construction	2,630,096.88	2,631,500.44	2,280,409.47
First National Bank - Surplus Funds	Construction	35,191.99	35,193.44	20,155.67
First National Bank - Bond & Interest Fund	Bond & Int	900,590.55	854,793.82	761,872.03
First National Bank - Sinking Funds	Bond & Int	1,126,601.91	1,141,344.91	1,067,518.48
Algonquin Bank & Trust - Cash Mgr	O&M	1,298,224.06	1,312,688.76	1,051,983.88
Algonquin Bank & Trust - Operating	O&M	158.00	15,449.00	1,130.00
Home State Bank	O&M	CLOSED	CLOSED	34,814.21
Credit Cards		(1,388.91)	(874.34)	(684.22)
TOTAL BEGINNING CASH AND INVESTMENTS		6,728,888.29	6,615,013.73	6,063,523.41
SEWERAGE FUNDS				

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Sewer Bill Income/User Charges	97,802.12	729,828.09	1,800,794.90	3,600,000.00
Septage Income	26,212.32	39,720.54	226,839.68	300,000.00
Wastewater Discharge Income	9,136.36	54.50	26,082.09	45,000.00
Refunds	(94.44)	(290.16)	(3,782.90)	-
Connection/Tap-On Fees	-	10,400.00	341,423.00	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	-	650.00	71,615.39	-
Interest Income	243.00	263.23	1,133.31	5,000.00
TOTAL REVENUES AND RECEIPTS		133,299.36	780,626.20	2,464,105.47
4,255,500.00				

Expenditures

PERSONNEL SERVICES

District Personnel Salaries	57,750.28	45,004.37	282,532.22	634,000.00
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ADMINISTRATIVE EXPENSES

Telephone	205.77	205.76	1,240.79	3,000.00
Postage	4,191.97	276.10	9,445.12	22,000.00
Printing and Publications	-	-	-	2,000.00
Office Supplies	158.02	469.55	4,902.58	7,500.00
Billing and Collection Expenses	2,578.57	4,605.55	34,417.40	80,000.00
Professional Services	114.14	160.04	828.29	10,000.00
Training, Travel and Education	-	-	257.40	7,000.00
Computer Hardware, Software, and Support	6,965.28	1,099.27	15,907.30	25,000.00
Community Affairs	83.15	-	83.15	2,000.00
Medical and Life Insurance	18,526.89	19,362.05	111,996.50	275,000.00
	32,823.79	26,178.32	179,078.53	433,500.00

OPERATIONS AND MAINTENANCE

Operating Supplies	2,798.45	8,706.05	28,595.58	60,000.00
Maintenance and Repair (Plant)	5,849.33	9,650.20	66,293.38	150,000.00
Maintenance and Repair (Collection Systems)	5,990.53	8,109.07	79,630.65	310,000.00
Utilities and Energy	27,400.52	23,204.20	189,105.49	475,000.00
Grounds Upkeep	3,700.00	1,200.00	14,335.36	30,000.00
Gasoline/Oil	-	802.50	5,596.74	20,000.00
Computer and Support Services	98.00	-	117.37	2,000.00
Emergency Communications	866.88	1,403.75	24,417.71	75,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Sludge Management	24,893.50	7,640.95	125,523.99	225,000.00
Professional Services	2,795.98	7,047.88	17,547.12	35,000.00
Residential Reimbursement	-	-	6,743.79	10,000.00
Compliance Requirements/Permits	-	-	17,500.00	30,000.00
GIS	-	-	-	10,000.00
	<u>74,393.19</u>	<u>67,764.60</u>	<u>575,407.18</u>	<u>1,432,000.00</u>

Expenditures (continued)

CAPITAL IMPROVEMENTS

New Construction	-	77,734.97	112,702.73	1,500,000.00
Plant Equipment	-	24,219.17	38,193.17	530,000.00
Collection System	-	-	109,842.20	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>101,954.14</u>	<u>260,738.10</u>	<u>3,286,000.00</u>

BOND TRANSFERS

2008 Debt Certificates, Principal	-	-	-	120,000.00
2008 Debt Certificates, Interest	18,778.13	-	18,778.13	38,000.00
Administration Fees - 2008 Debt Certs	-	-	-	2,000.00
	<u>18,778.13</u>	-	<u>18,778.13</u>	<u>160,000.00</u>

Series 2014 Bond, Principal	-	-	-	115,000.00
Series 2014 Bond, Interest	51,618.75	-	51,618.75	104,000.00
Administration Fees - 2014 Series Bond	-	-	-	2,000.00
	<u>51,618.75</u>	-	<u>51,618.75</u>	<u>221,000.00</u>

CONTINGENT AND MISCELLANEOUS EXPENSES

Not Otherwise Appropriated	-	92.72	92.72	3,000.00
	-	<u>92.72</u>	<u>92.72</u>	<u>3,000.00</u>

TOTAL EXPENDITURES 235,364.14 240,994.15 1,368,245.63 6,169,500.00

EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (102,064.78) 539,632.05 1,095,859.84 (1,914,000.00)

		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	542,408.21	903,680.07	686,364.52
First National Bank - Certificate Fund	Bond & Int	82,509.49	96,013.13	47,279.38
First National Bank - Depreciation Account	Construction	2,631,500.44	2,643,343.12	2,293,898.81
First National Bank - Surplus Funds	Construction	35,193.44	33,551.62	52,021.58
First National Bank - Bond & Interest Fund	Bond & Int	854,793.82	861,624.25	828,722.37
First National Bank - Sinking Fund	Bond & Int	1,141,344.91	1,156,183.71	1,082,289.01
Algonquin Bank & Trust - Cash Mgr.	O&M	1,312,688.76	1,470,935.99	1,014,741.33
Algonquin Bank & Trust - Operating	O&M	15,449.00	603.00	166.00
Home State Bank	O&M	CLOSED	CLOSED	35,060.80
Credit Cards	O&M	(874.34)	(1,250.41)	(727.13)

TOTAL ENDING CASH AND INVESTMENTS 6,615,013.73 7,164,684.48 6,039,816.67
SEWERAGE FUNDS

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of October, 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	\$ 1,392,799.02	\$ 1,627,823.00	\$ 1,179,078.27
Credit Cards	-	(197.82)	-
TOTAL BEGINNING CASH AND INVESTMENTS	1,392,799.02	1,627,625.18	1,179,078.27

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	162,020.64	3,891.74	372,153.81	375,000.00
Audit Fund	2,163.98	51.98	4,970.58	5,000.00
Chlorination Fund	7.31	0.17	16.78	10.00
Liability Insurance Fund	21,605.92	518.96	49,627.78	50,000.00
Social Security Fund	28,086.64	674.64	64,513.71	65,000.00
Retirement Fund	66,970.76	1,608.65	153,828.74	155,000.00
Replacement Taxes	-	823.27	2,058.31	-
Rebates or Grants Received	-	-	-	-
Interest Income	64.25	69.08	270.15	1,000.00
TOTAL REVENUES AND RECEIPTS	280,919.50	7,638.49	647,439.86	651,010.00

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	15,154.00	14,615.80	89,785.20	190,000.00
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CONTRACTUAL SERVICES

Professional Engineering	3,558.00	9,942.47	24,159.47	66,000.00
Legal Services	498.75	1,662.50	7,242.80	35,000.00
Other Professional Services	-	-	-	5,000.00
	4,056.75	11,604.97	31,402.27	106,000.00

ADMINISTRATIVE EXPENSES

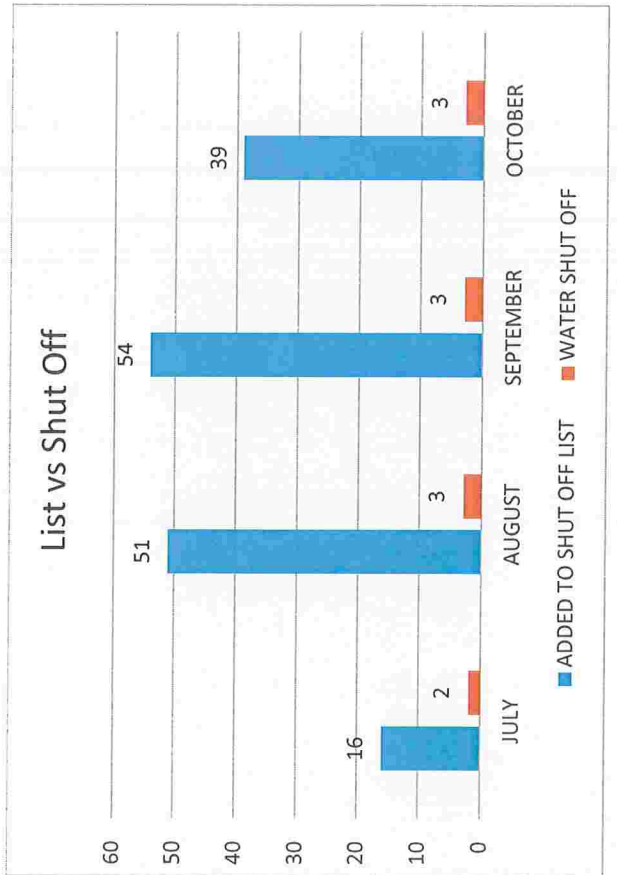
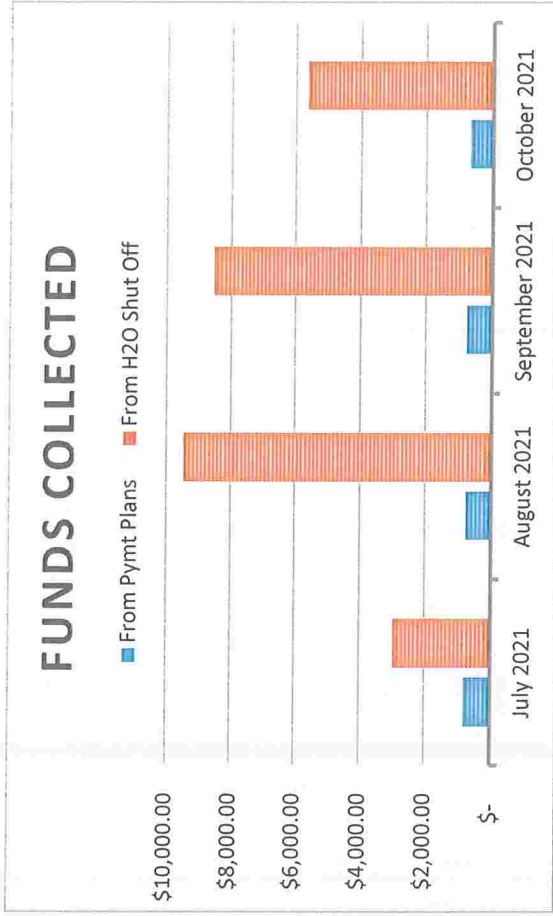
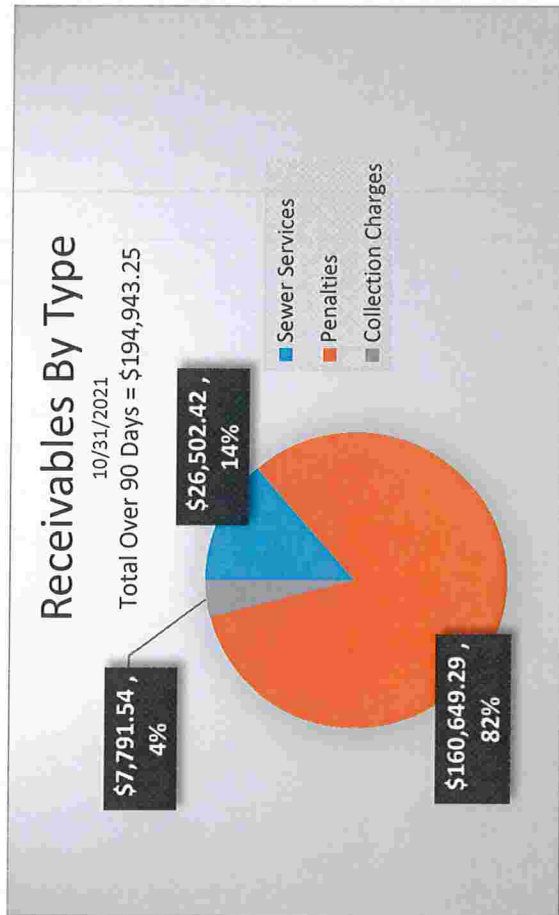
Printing, Publications	-	669.40	2,255.24	5,000.00
Office Supplies, Equipment	143.82	385.14	528.96	2,500.00
Postage	-	-	255.20	1,500.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	54.00	60.00	114.00	4,000.00
	197.82	1,114.54	3,153.40	18,000.00

OPERATING EXPENSES

Building and Grounds Upkeep	6,000.00	-	6,000.00	15,000.00
Utilities	3.15	4.38	4,821.91	30,000.00
J.U.L.I.E.	-	-	-	3,000.00
Training and Education	-	400.00	400.00	3,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	275.00	1,257.01	1,807.01	7,000.00
	6,278.15	1,661.39	13,028.92	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	25,686.72	28,996.70	137,369.79	375,000.00
Expenditures (continued)				
CHLORINATION FUND	-	-	4,364.30	24,000.00
	-	-	4,364.30	24,000.00
AUDIT FUND	-	-	-	20,000.00
	-	-	-	20,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	4,786.00	-	9,572.00	30,000.00
Administrative Fee	144.00	-	288.00	1,000.00
Property	-	-	-	45,000.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	74,000.00
	4,930.00	-	9,860.00	165,000.00
SOCIAL SECURITY FUND	5,249.91	4,560.95	27,478.78	65,000.00
IMRF FUND	10,226.71	-	45,739.24	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	46,093.34	33,557.65	224,812.11	804,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	234,826.16	(25,919.16)	422,627.75	(152,990.00)
Ending Cash and Investments				
First National Bank	\$ 1,627,823.00	\$ 1,603,373.17	\$ 1,152,745.37	
Credit Cards	(197.82)	(1,667.15)	-	
TOTAL ENDING CASH AND INVESTMENTS	1,627,625.18	1,601,706.02	1,152,745.37	

Accounts Receivable Analysis October 2021



Monthly Shut Off Summary

Lake in the Hills

- 3 were shut off – 2 pd in full post shut off & 1 pd in part. This property is vacant & remains off at the time of this report.

Huntley

- None.

Crystal Lake

- None.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
November 18, 2021 Meeting Date**

Name	Memo	Amount
Governmental Fund		
Jones Insurance Services	Public Liab Ins - Renewal 2021-2022	\$ 51,583.00
TOTAL GEN FUND BILLS PAID PRIOR TO MEETING		\$ 51,583.00
O & M Fund		
AT&T	Emergency Communications	\$ 13.75
TAS United	Emergency Communications	\$ 107.15
Verizon Wireless	Emergency Communications	\$ 367.96
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 488.86

**LITH SANITARY DISTRICT
Recurring Bills
November 18, 2021 Meeting Date**

Name	Memo	Amount
Governmental Fund		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 4,560.95
TOTAL GOVERNMENTAL FUND RECURRING BILLS		\$ 4,560.95
O & M Fund		
Blue Cross Blue Shield	Medical Insurance Premiums (for October 2021)	\$ 17,961.69
Humana	Specialty Insurance Premiums (for October 2021)	\$ 1,400.36
Payment Service Network	Collection Expenses from September 2021	\$ 980.62
TOTAL O & M RECURRING BILLS		\$ 20,342.67

Approved _____

President Hansen

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
November 18, 2021 Meeting**

Name	Memo	Amount
GOVERNMENTAL FUND BILLS		
Applied Technologies Inc	Contractual Svs - Engineering	\$ 9,244.00
First National Bank of Omaha - Visa	Computer Exp - Website & I Backup	\$ 336.54
First National Bank of Omaha - Visa	Printing & Pub, Operating Expense, Office Supplies	\$ 2,625.11
GRA PC	Audit FYE 4/30/21	\$ 12,000.00
Hawkins Inc	Chlorination - Alum Sulfate Ordered 10/12/21	\$ 1,466.42
Hawkins Inc	Chlorination - Alum Sulfate Ordered 10/27/21	\$ 1,466.42
IGS Energy	Utilities - Nat Gas Sales September 2021	\$ 28.41
Jones Insurance Services	Treasurer's Bond - 12/12/21 through 12/12/22	\$ 3,000.00
McHenry County Clerk	Membership & Dues - Notary Renewal J Stahlberg	\$ 10.00
Nicor Gas	Utilities - Gas 9/7-10/6/21	\$ 73.80
Nicor Gas	Utilities - Gas 10/6-11/5/21	\$ 461.39
Pitney Bowes	Postage - Meter Rental	\$ 132.35
Shaw Suburban Media Group	Printing & Publications - Availability of Audit Notice	\$ 63.74
Storino, Ramello & Durkin	Contractual Svs - Legal	\$ 717.50
Village of Lake In The Hills	2021 Julie Expenses	\$ 2,369.27
TOTAL GOVERNMENTAL FUND BILLS		\$ 33,994.95

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
November 18, 2021 Meeting**

Name	Memo	Amount
O & M BILLS		
Alarm Detection Systems Inc	Emergency Communications - Dec 2021 through Feb 22	\$ 91.71
Atlas Toyota Material Handling	Pro Svs - Scissor Lift Repair	\$ 498.00
Atlas Toyota Material Handling	Pro Svs - Scissor Lift Inspection	\$ 391.74
Automatic Control Services	Pro Svs - Calibration	\$ 202.50
AutoZone, Inc.	Maint/Repair - Vehicles, 2007 Expedition	\$ 11.43
AutoZone, Inc.	Maint/Repair - Vehicles, Dakota	\$ 3.09
Central Tree	Maint/Repair - Coll Sys, Clear Trees & Brush Lot at 501 Plum St	\$ 7,000.00
Central Tree	Maint/Repair - Coll Sys, Trim & Fallen Tree Removal Easement Path E Oak & Willow	\$ 4,500.00
Cintas Corporation #355	Operating Supplies Personnel	\$ 659.68
Consolidated Electrical Distributors, Inc	Maint/Repair - Plant	\$ 237.50
Consolidated Electrical Distributors, Inc	Maint/Repair - Coll Sys Meadowbrook	\$ 95.94
Consolidated Electrical Distributors, Inc	Maint/Repair - Plant, Main Lift Pump #1 Parts & Spares	\$ 101.07
Constellation New Energy Inc	Utilities - Pyott	\$ 126.55
Constellation New Energy Inc	Utilities - Beach	\$ 60.09
Constellation New Energy Inc	Utilities - Decatur	\$ 2,211.07
Constellation New Energy Inc	Utilities - Dam	\$ 222.03
Constellation New Energy Inc	Utilities - Plant	\$ 20,525.64
Ed's Rental & Sales	Maint/Repair - Plant, Sewer Rod Rental	\$ 65.00

Ferguson Ent (dba Pollardwater)	Operating Supplies - Safety	\$	26.00
Ferguson Ent (dba Pollardwater)	Operating Supplies	\$	32.50
Ferguson Ent (dba Pollardwater)	Maint/Repair - Coll Sys, Spare Floats	\$	495.24
Ferguson Ent (dba Pollardwater)	Operating Supplies, - Safety	\$	261.70
Ferguson Ent (dba Pollardwater)	Operating Supplies, - Safety	\$	110.50
First National Bank of Omaha - Visa	Oper Supplies Safety & Pers, Pro Svs, Postage, Computer Exp, Telephone	\$	1,181.36
First National Bank of Omaha - Visa	Office Supplies	\$	69.05
Flood Brothers Disposal & Recycling Svs	Bldgs & Grounds - November 2021 Trash	\$	337.20
Fox Valley Fire & Safety	Pro Svs - Fire Ext Svs	\$	144.50
Harrell & Son's Lawn Maintenance	Grounds Upkeep - Oct Mowing & Lawn Repairs	\$	2,900.00
Hawkins, Inc	Sludge Management	\$	7,618.45
Hawkins, Inc	Sludge Management	\$	3,774.00
Illini Autolift & Equipment Inc	Pro Svs - Lift Inspection	\$	300.00
Interstate All Battery Center	Maint/Repair - Plant, UPS Battery	\$	27.55
Interstate All Battery Center	Maint/Repair - Vehicles, Scissor Lift Batteries	\$	551.60
Logsdon Office Supply	Office Supplies - Ink Cartridges	\$	211.49
Logsdon Office Supply	Office Supplies - Copy Paper	\$	9.93
Logsdon Office Supply	Office Supplies - Wall Mailbox, Air Duster, Highlighters	\$	128.39
Logsdon Office Supply	Office Supplies - Dividers	\$	7.39
Logsdon Office Supply	Office Supplies - Bankers Boxes	\$	97.21
M&A Precision Truck Repair	Plant Vehicles - Vactor Inspection	\$	36.00
McHenry County Recorder	Collection Expenses - Oct 2021	\$	12.50
Menards	Operating Supplies	\$	34.13
Metropolitan Industries, Inc.	Maint/Repair - Plant, Main Lift Pump #1 Repair	\$	10,517.00
Metropolitan Industries, Inc.	Maint/Repair - Plant, Main Lift Pump #1 Part	\$	1,982.81
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud	\$	445.00
PetroChoice LLC	Gas/Fuel	\$	518.37
Sievert Crane & Hoist	Pro Svs - Crane, Hoists Harness Inspections	\$	1,252.50
Storino Ramello & Durkin	Collection Expenses - Oct 2021	\$	272.75
Suburban Laboratories, Inc.	Pro Svs - Lab 9/10/21	\$	267.00
Suburban Laboratories, Inc.	Pro Svs - Lab 10/15/21	\$	528.00
Suburban Laboratories, Inc.	Pro Svs - Lab 10/15/21	\$	162.00
Suburban Laboratories, Inc.	Pro Svs - Lab 10/22/21	\$	162.00
Suburban Laboratories, Inc.	Pro Svs - Lab 10/29/21	\$	258.00
Suburban Laboratories, Inc.	Pro Svs - Lab 11/5/21	\$	162.00
Synagro-WWT, Inc.	Sludge Management - October 2021	\$	16,440.00
Technology Masters Inc	Computer Exp - Maintenance	\$	571.00
The UPS Store 2361	Postage	\$	11.59
United Laboratories	Operating Supplies	\$	358.63
USA BlueBook	Maint/Repair - Coll System	\$	583.63
Village of Lake In The Hills	Collection Expenses - Water Shut Off Fees Sept 2021	\$	157.50
Warehouse Direct	Pro Svs - Copies	\$	37.76
Ziegler's Ace Hardware	Operating Supplies	\$	257.21

TOTAL O&M FUND BILLS

\$ 90,314.48

CONSTRUCTION FUND BILLS

RES Great Lakes LLC	Cap Imprvmnts - New Const, Pro Svs & Upgrades, Prairie Restoration	\$	1,135.00
Rose Paving LLC	Cap Imprvmnts - New Const, Pro Svs & Upgrades, Repairs Interior Access Roads	\$	27,735.96

TOTAL CONSTRUCTION FUND BILLS

\$ 28,870.96

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$230,155.87 OF WHICH \$90,138.90 IS FROM THE GOVERNMENTAL FUND, \$111,146.01 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$28,870.96 IS FROM THE CONSTRUCTION FUND, AND \$0.00 IS FROM THE BOND AND INTEREST FUND.

Approved _____

President Hansen

MANAGER'S REPORT

Month of October, 2021

Customers

	CURRENT	12/MO TOTAL	Data for Oct 2020
Total accounts:	11,745		
New Customers:	1	9	1
Connections:	1	13	0
Permits Issued:	3	13	1
Permits Issued Past 13 Months:	14		
Total Permits Issued to Date:			
<i>Residential:</i>	10,104		
<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
10/4/2021	75 Hilltop	clogged service line	no
10/4/2021	2431 Wexford	clogged service line	no
10/5/2021	531 Stockton Lane	clogged service line	no
10/29/2021	115 Indian Trail	clogged service line	no

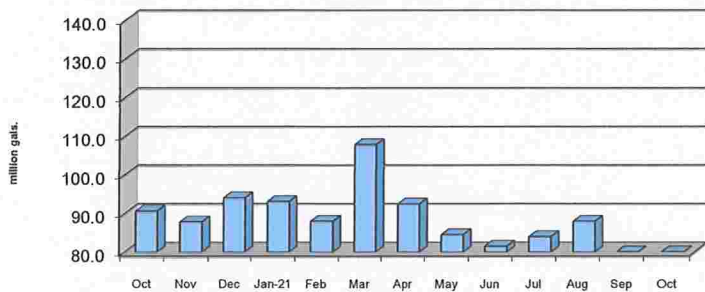
COLLECTION SYSTEM ACTIVITIES

James televised 10 lines totaling 2,316' in Boulder Ridge and the original part of town.
 Staff completed 71 manhole inspections.
 John and Rene root cut 16 lines.

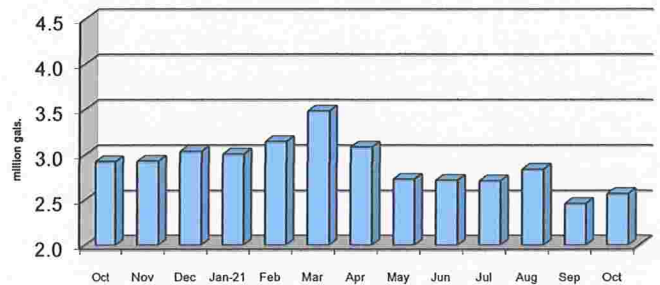
FLOW

Total Effluent Flow for Month:	79.579	million gallons
Average Daily Flow:	2.567	mgd
Maximum Daily Flow:	3.781	mgd
Precipitation Total:	8.78	inches
Precipitation This Month Last Year:	2.45	inches
Septage Accepted:	612,296	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

October 2021

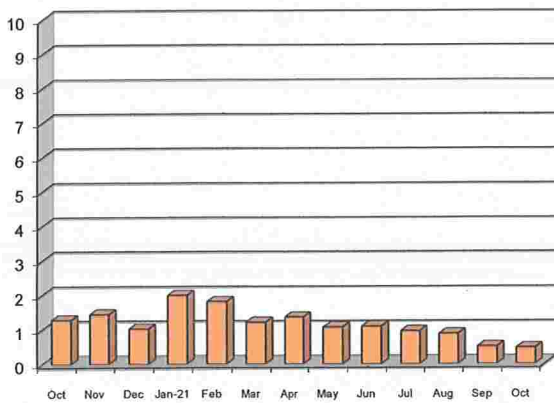
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TREATMENT PLANT OPERATIONS

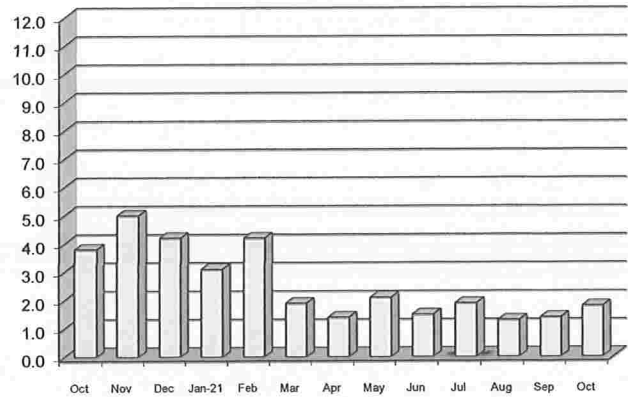
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	197 mg/L	0.5 mg/L	99.8%
Total Suspended Solids:	444 mg/L	1.8 mg/L	99.6%
Ammonia Nitrogen:	17.3 mg/L	0.9 mg/L	95.1%
Phosphorus:		0.12 mg/L	
Fecal Coliform:		8.6 MPN	

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:	3.373 million gallons
Decanted:	0.858 million gallons
Thickened:	2.304 million gallons
To Digester:	1.088 million gallons
Pressed:	0.595 million gallons

PERSONNEL ACTIVITIES

All staff participated in Preventing Harassment training on October 5, 2021.

Mike and Tamara met with Peter Kolb and the Village of Lake in the Hills on October 25, 2021, regarding barium discharge.

Respectfully submitted,

Tamara C. Mueller
District Manager



Date: November 18, 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: November 2021 District Engineer's Report

Cc: Karen Thompson – District Clerk/Treasurer

1. Barium Discharge Limits

- a. A meeting with the Village of Lake in the Hills was held on Monday October 25, to discuss the need for a local limit on barium. The Village PW Director and Water Superintendent provided additional information on their discharges and it was determined that three of their wells are the source of barium discharged during backwash of their media. We discussed possible options for reducing their discharge of barium into the sewer system to enable the District to meet the barium limit at the plant.
- b. Samples of the backwash on the three wells in LiH were taken and analyzed and will be used in calculating a local barium limit.
- c. A meeting with the Village of Huntley is scheduled for 11/16/21 to discuss their radium discharges.
- d. ATI will develop a local limit for discharges of barium into the sanitary system and make recommendations to the District to incorporate the new limit into the District Ordinance.

2. Treatment Plant Pavement

- a. Rose Pavement submitted a quote for materials and labor at a price of \$30,000 to provide patching and replacement of asphalt to the interior access roads. The project has been completed and photos are available for your information. The final project cost was \$27,735.96
- b. Task Order No. 20-01 in the amount of \$31,000 for the design and preparation of construction documents for the repair and reconstruction of the Front Entrance Drive was included on last month's agenda for authorization to proceed. Soil borings have been taken and survey work is scheduled for this week. We expect to have final plans and specifications completed by January 2022. Project award expected in April 2022.

3. Holding Tank Refurbishment Project

- a. The sludge holding tank has developed leaks and needs refurbishment.
- b. Staff dewatered the tank and cleaned it to allow an ATI structural engineer to make an interior inspection on September 16th to determine the best course of action for repair.
- c. A memorandum has been submitted to District staff for review and comment on recommendations for repair including preliminary cost estimates on options for District consideration.