



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
December 15, 2022
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 purchase of a 2022 Ford F-250 in the amount of \$51,304.24 after trade-in of District's 2007 Ford Expedition.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$199,248.50 of which \$80,736.14 is from the Governmental Funds, \$118,512.36 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

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 Regular Meeting Minutes
November 17, 2022**

Pledge of Allegiance

Roll Call:

The regular meeting was called to order by President Jessica Reed at 7:00pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Jessica Reed, Trustee Russ Ruzanski and Trustee Matt Irsay.

Also in attendance at the Sanitary District offices were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Bob Doeringsfeld of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

Approval of Minutes:

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay to approve the minutes of the Regular Board Meeting of October 20, 2022 as presented. On a roll call vote, President Reed and Trustees Ruzanski & Irsay voted aye.

Public Comments:

None.

Consent Agenda:

- A. Compensation recommendation for Kyle Caccamo per District Manager's recommendation on October 27, 2022.
- B. Approval of employee recognition per the District Manager's recommendation.
- C. Approval of writing off uncollectible residential accounts per staff's recommendation.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the Consent Agenda as presented (Items A, B & C). On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve the Consent Agenda as presented and approve the compensation recommendation, the employee recognition and the uncollectible accounts.

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the October 2022 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the October 2022 Treasurer's reports as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
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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.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the List of Bills as presented. The total approved for payment is \$177,944.84 of which \$89,126.72 is from the Governmental Funds, \$87,968.12 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$850.00 is from the Bond and Interest Funds.

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

Manager's Report:

District Manager presented a written copy of the October 2022 Manager's report and provided a verbal summary.

The residential backup that she informed the Board of last month is included on this month's report as it occurred in October.

There was also a fecal violation in October from an algae slough that came through our UV. Our limit is 400 MPN, but we had a 613 MPN.

We received a call from Ford advising us that they are no longer making the 2022 vehicle that we ordered 1 ½ years ago. If we wanted to purchase a 2023 vehicle, we would have to pay \$12,000.00 more and would still not have a set delivery date. Our plan is to cancel the order and look for a different option.

The plant has been operating on one clarifier. We have been using a tool called State Point Analysis which is a mathematical model that helps us determine the feasibility of operating this way. We learned about this tool as a result of our involvement in the ComEd SEM cohort.

We have had some issues with our new 3rd party payment processor and as a result we have decided to not add penalties for the quarter.

The grant application has been submitted for the Crystal Creek Reach 7 project. We won't know if we have been approved until the spring.

We plan to stay with our current carriers for the employee insurance. For 2023 there will be a small increase in premiums from both BCBS and Humana of 0.93% and 2.17% respectively.

Our renewal for the General Liability insurance went from \$51,583.00 last year to \$58,810.00 this year with the same carrier. The 3 year pollution policy increased from \$29,224.00 in 2019 to \$35,473.00 this

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
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year. We switched carriers for the pollution policy as the former carrier provided a quote that was almost double our prior premiums.

The invoice for the pollution coverage was received on November 16th, which was a day after the list of bills was prepared for this meeting. Our plan is to pay that invoice this month and add it to the list of bills paid prior to the December meeting.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay, to approve the October 2022 Manager's report as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Engineer's Report:

District Engineer Bob Doeringsfeld of Applied Technologies provided a written report and a verbal summary of some of the items that they are currently working on.

These items are as follows:

1. Front Entrance Drive Reconstruction – The check that was approved last month was just mailed out this week because we were waiting for the certified payroll. The original plan was for them to submit the final pay app for this meeting; however, that was not received.
2. Barium Discharge Limits – They are working on a submittal to the US EPA for a local limit on Barium. A request list should be ready soon to send to the Villages.
3. Task Order 22-02 Sludge Storage Building Modifications –The plan is to start this project in January with the removal of the existing concrete. He is still waiting for a schedule from the contractor.
4. McHenry County Division of Transportation (MCDOT) Randall Road Project – We have not received any updates.
5. Lake in the Hills Master Water/Sewer Plan – No updates.
6. Smoke Testing of Lake Lines – At the end of October, in conjunction with District Staff, they did some smoke testing on a line that is west of Indian Trail Beach. The line was also televised. There is a manhole located in an area that has experienced shore erosion. The manhole, which was 10 feet from the lake several years ago, is now in the lake, which has caused it to sink. The line is now back pitched which causes sewage and solids to sit instead of flow. They will work with the District regarding a rehabilitation plan. For ease of access, he is suggesting that this rehabilitation be done next winter when the lake water is drawn down.

Attorney's Report:

None.

Unfinished Business:

None.

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New Business:

District Manager advised that there is a new plat for Arden Rose that needs to be signed. The Village required that a bicycle path easement be moved and this new plat reflects that change.

Trustee Irsay congratulated Kyle Caccamo on obtaining his Class 1 Operator Certification. He also congratulated the District on all of our energy savings.

District Manager also provided the Board with a magazine article about one the vendors we use, RES Great Lakes.

Adjournment:

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

The meeting was adjourned at 7:43pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2022.

President Reed



1400 Rand Road, Wauconda, IL 60084
 www.victorford.com
 847-526-6200

Date: 12/06/2022
 Salesperson: Mark Larson
 Manager: Chris Myers

FOR INTERNAL USE ONLY

BUSINESS NAME Lake in the hills Sanitary District Home Phone: _____
CONTACT _____
 Address : 515 Plum St.
LAKE IN THE HILLS, IL 60156 Work Phone: (847) 658-1100
MCHENRY
 E-Mail : TMUELLER@LITHSD.COM Cell Phone: (847) 658-5122

VEHICLE
 Stock # : T8984 New / Used : New VIN : 1FT7X2B60NEG23149 Mileage: 6
 Vehicle : 2022 Ford F-250 Color : PQ RACE RED
 Type : F250 4X4 S/C X2B

TRADE IN
 Payoff : _____ VIN : 1FMFU16527LA84009 Mileage: 80,000
 Vehicle : 2007 Ford Expedition Color : -Select-
 Type : _____

| | |
|----------------------------|-----------|
| MSRP | 52,325.00 |
| Market Value Selling Price | 52,325.00 |
| | |
| | |
| Total Purchase | 52,325.00 |
| Trade Allowance | 1,500.00 |
| Trade Difference | 50,825.00 |
| doc fee | 324.24 |
| | |
| Tax | .00 |
| Non Tax Fees | 155.00 |
| Net Price | 51,304.24 |
| Trade Payoff | |
| Balance | 51,304.24 |

Customer Approval: _____ Management Approval: _____
 By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of November, 2022

| | | 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 | 245,595.22 | 579,263.79 | 1,083,680.95 | |
| First National Bank - Certificate Fund | Bond & Int | CLOSED | CLOSED | 37,516.54 | |
| First National Bank - Depreciation Account | Construction | 2,800,422.85 | 2,803,748.98 | 2,740,847.71 | |
| First National Bank - Surplus Funds | Construction | 10,516.53 | 132,005.87 | 23,994.73 | |
| First National Bank - Bond & Interest Fund | Bond & Int | 929,123.01 | 932,573.98 | 836,953.89 | |
| First National Bank - Sinking Funds | Bond & Int | 1,320,515.61 | 1,336,504.29 | 1,244,940.58 | |
| Algonquin Bank & Trust - Cash Mgr | O&M | 1,600,153.36 | 1,634,636.36 | 1,873,882.90 | |
| Algonquin Bank & Trust - Operating | O&M | 0.00 | 443.00 | 1,468.00 | |
| Credit Cards | | (1,219.24) | (1,121.51) | (875.73) | |
| TOTAL BEGINNING CASH AND INVESTMENTS | | 6,905,107.34 | 7,418,054.76 | 7,842,409.57 | |
| SEWERAGE FUNDS | | | | | |
| | | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
| Revenues and Receipts | | | | | |
| Sewer Bill Income/User Charges | | 733,380.89 | 126,923.39 | 1,849,590.67 | 3,600,000.00 |
| Septage Income | | 8,934.60 | 67,200.06 | 241,913.28 | 350,000.00 |
| Wastewater Discharge Income | | 5,631.64 | 5,125.59 | 34,363.19 | 65,000.00 |
| Customer Refunds | | (218.03) | (399.07) | (10,836.36) | - |
| Connection/Tap-On Fees | | - | 20,800.00 | 57,200.00 | 100,000.00 |
| Annexation Fees (inc. GIS) | | - | - | - | 5,000.00 |
| Downstream & Misc Charges | | - | - | - | 500.00 |
| Liftstation Recapture | | - | - | - | - |
| Gain/Loss - Sale of Equipment | | - | - | - | - |
| Rebates, Refunds or Grants Received | | - | - | 3,063.56 | - |
| Interest Income | | 9,368.23 | 11,867.13 | 39,536.13 | 5,000.00 |
| TOTAL REVENUES AND RECEIPTS | | 757,097.33 | 231,517.10 | 2,214,830.47 | 4,125,500.00 |
| Expenditures | | | | | |
| PERSONNEL SERVICES | | | | | |
| District Personnel Salaries | | 48,839.67 | 49,053.61 | 363,347.91 | 700,000.00 |
| ADMINISTRATIVE EXPENSES | | | | | |
| Telephone | | 199.32 | 199.08 | 1,415.79 | 3,000.00 |
| Postage | | 60.00 | 929.06 | 11,569.74 | 20,000.00 |
| Printing and Publications | | - | - | - | 2,000.00 |
| Office Supplies | | 473.93 | 456.69 | 3,722.98 | 7,500.00 |
| Billing and Collection Expenses | | 3,764.50 | 2,833.23 | 31,259.25 | 75,000.00 |
| Professional Services | | 160.35 | 211.23 | 1,818.08 | 5,000.00 |
| Training, Travel and Education | | - | - | 1,098.78 | 7,000.00 |
| Computer Hardware, Software, and Support | | 667.26 | 925.01 | 9,648.33 | 25,000.00 |
| Community Affairs | | - | - | 60.47 | 2,000.00 |
| Medical and Life Insurance | | 21,279.39 | 21,279.39 | 146,611.63 | 275,000.00 |
| | | 26,604.75 | 26,833.69 | 207,205.05 | 421,500.00 |
| OPERATIONS AND MAINTENANCE | | | | | |
| Operating Supplies | | 3,158.07 | 3,116.98 | 21,887.10 | 60,000.00 |
| Maintenance and Repair (Plant) | | 1,063.52 | 14,379.90 | 40,959.12 | 150,000.00 |
| Maintenance and Repair (Collection Systems) | | 3,485.15 | 116.39 | 70,242.25 | 300,000.00 |
| Utilities and Energy | | 14,406.39 | 12,363.77 | 125,379.51 | 400,000.00 |
| Grounds Upkeep | | 1,500.00 | 1,200.00 | 14,145.92 | 30,000.00 |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|---|-------------------|-------------------|---------------------|-----------------------|
| Gasoline/Oil | 855.70 | 733.73 | 10,549.91 | 20,000.00 |
| Computer and Support Services | - | - | - | 2,000.00 |
| Emergency Communications | 1,379.30 | 498.94 | 6,278.59 | 40,000.00 |
| Sludge Management | 44,554.74 | 8,400.00 | 187,851.52 | 225,000.00 |
| Professional Services | 591.20 | 3,189.96 | 25,831.71 | 35,000.00 |
| Residential Reimbursement | - | - | 3,549.45 | 10,000.00 |
| Compliance Requirements/Permits | - | - | 20,000.00 | 30,000.00 |
| GIS | - | - | - | 10,000.00 |
| | <u>70,994.07</u> | <u>43,999.67</u> | <u>526,675.08</u> | <u>1,312,000.00</u> |
| CAPITAL IMPROVEMENTS | | | | |
| New Construction | 84,793.73 | 13,010.00 | 256,231.47 | 1,500,000.00 |
| Plant Equipment | - | - | 195,658.19 | 500,000.00 |
| Collection System | - | - | 99,586.00 | 500,000.00 |
| Vehicles | - | - | 101,355.00 | 175,000.00 |
| Legal Expense | - | - | - | 5,000.00 |
| Engineering Expense | 11,142.00 | 6,762.00 | 59,789.00 | 200,000.00 |
| Bond, Finance Consulting Expense | - | - | - | 1,000.00 |
| | <u>95,935.73</u> | <u>19,772.00</u> | <u>712,619.66</u> | <u>2,881,000.00</u> |
| BOND TRANSFERS | | | | |
| 2008 Debt Certificates, Principal | - | - | 690,000.00 | 690,000.00 |
| 2008 Debt Certificates, Interest | - | - | 4,555.47 | 5,000.00 |
| Administration Fees - 2008 Debt Certs | - | - | 500.00 | 2,000.00 |
| | <u>-</u> | <u>-</u> | <u>695,055.47</u> | <u>697,000.00</u> |
| Series 2014 Bond, Principal | - | - | - | 120,000.00 |
| Series 2014 Bond, Interest | - | - | 49,893.75 | 100,000.00 |
| Administration Fees - 2014 Series Bond | - | 850.00 | 850.00 | 2,000.00 |
| | <u>-</u> | <u>850.00</u> | <u>50,743.75</u> | <u>222,000.00</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>242,374.22</u> | <u>140,508.97</u> | <u>2,555,646.92</u> | <u>6,236,500.00</u> |
| EXCESS OF REVENUES OVER (UNDER) EXPENDITURES | <u>514,723.11</u> | <u>91,008.13</u> | <u>(340,816.45)</u> | <u>(2,111,000.00)</u> |

| | | 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 | 579,263.79 | 530,253.96 | 697,702.92 |
| First National Bank - Certificate Fund | Bond & Int | CLOSED | CLOSED | 708,083.29 |
| First National Bank - Depreciation Account | Construction | 2,803,748.98 | 2,835,394.48 | 2,749,254.33 |
| First National Bank - Surplus Funds | Construction | 132,005.87 | 132,222.05 | 5,175.26 |
| First National Bank - Bond & Interest Fund | Bond & Int | 932,573.98 | 994,195.50 | 902,982.83 |
| First National Bank - Sinking Fund | Bond & Int | 1,336,504.29 | 1,352,855.02 | 1,259,762.88 |
| Algonquin Bank & Trust - Cash Mgr. | O&M | 1,634,636.36 | 1,664,541.63 | 1,230,076.74 |
| Algonquin Bank & Trust - Operating | O&M | 443.00 | 72.00 | 397.00 |
| Credit Cards | O&M | (1,121.51) | (702.35) | (2,222.08) |
| TOTAL ENDING CASH AND INVESTMENTS | | <u>7,418,054.76</u> | <u>7,508,832.29</u> | <u>7,551,213.17</u> |
| SEWERAGE FUNDS | | | | |

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of November, 2022

| | 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 | \$ 1,677,047.93 | \$ 1,644,849.34 | \$ 1,217,089.48 |
| Credit Cards | - | (337.54) | - |
| TOTAL BEGINNING CASH AND INVESTMENTS | <u>1,677,047.93</u> | <u>1,644,511.80</u> | <u>1,217,089.48</u> |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|-------------------------------------|-----------------|------------------|-------------------|-------------------|
| Revenues and Receipts | | | | |
| Real Estate Taxes | | | | |
| General Fund | 3,475.90 | 2,219.64 | 354,543.59 | 355,000.00 |
| Audit Fund | 117.54 | 75.09 | 11,988.10 | 12,000.00 |
| Chlorination Fund | 0.17 | 0.11 | 17.20 | 10.00 |
| Liability Insurance Fund | 734.36 | 468.94 | 74,904.75 | 75,000.00 |
| Social Security Fund | 636.52 | 406.45 | 64,923.27 | 65,000.00 |
| Revenue Recapture Fund | 6.24 | 4.01 | 636.66 | - |
| Retirement Fund | 1,517.65 | 969.13 | 154,800.24 | 155,000.00 |
| Replacement Taxes | 1,260.15 | - | 3,602.13 | - |
| Rebates, Refunds or Grants Received | - | - | 2,413.00 | - |
| Interest Income | 1,560.90 | 1,906.74 | 5,594.84 | 1,000.00 |
| TOTAL REVENUES AND RECEIPTS | <u>9,309.43</u> | <u>6,050.11</u> | <u>673,423.78</u> | <u>663,010.00</u> |

Expenditures

GENERAL FUND

PERSONNEL SERVICES

| | | | | |
|--|-----------|-----------|------------|------------|
| Salaries of Trustees, Manager, Treasurer & Clerk | 15,392.03 | 16,234.53 | 111,122.62 | 210,000.00 |
|--|-----------|-----------|------------|------------|

CONTRACTUAL SERVICES

| | | | | |
|-----------------------------|-----------------|-----------------|------------------|------------------|
| Professional Engineering | 2,910.00 | 3,318.00 | 16,092.00 | 65,000.00 |
| Legal Services | 492.50 | 641.25 | 4,006.55 | 25,000.00 |
| Other Professional Services | - | - | 580.00 | 5,000.00 |
| | <u>3,402.50</u> | <u>3,959.25</u> | <u>20,678.55</u> | <u>95,000.00</u> |

ADMINISTRATIVE EXPENSES

| | | | | |
|----------------------------|-----------------|--------------|-----------------|------------------|
| Printing, Publications | 934.88 | - | 2,383.40 | 4,500.00 |
| Office Supplies, Equipment | - | - | 45.00 | 2,500.00 |
| Postage | - | - | - | 1,000.00 |
| Treasurer's Bond | - | - | - | 4,000.00 |
| Community Affairs | 292.50 | - | 292.50 | 1,000.00 |
| Memberships and Dues | - | 60.00 | 70.00 | 4,000.00 |
| | <u>1,227.38</u> | <u>60.00</u> | <u>2,790.90</u> | <u>17,000.00</u> |

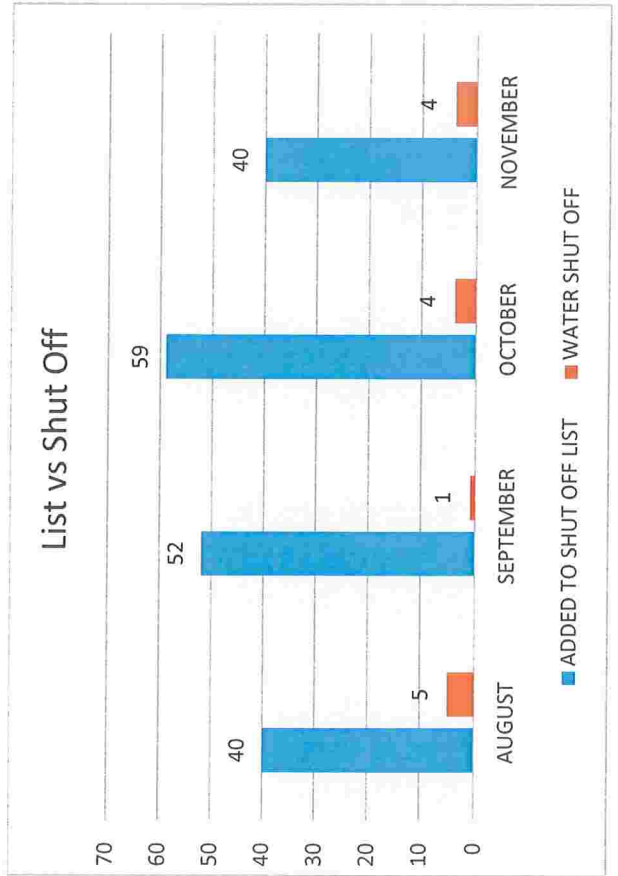
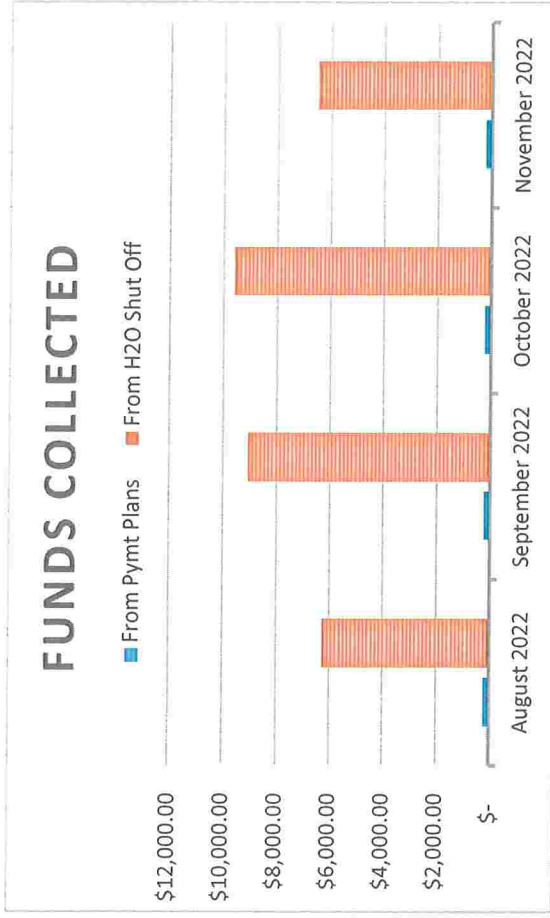
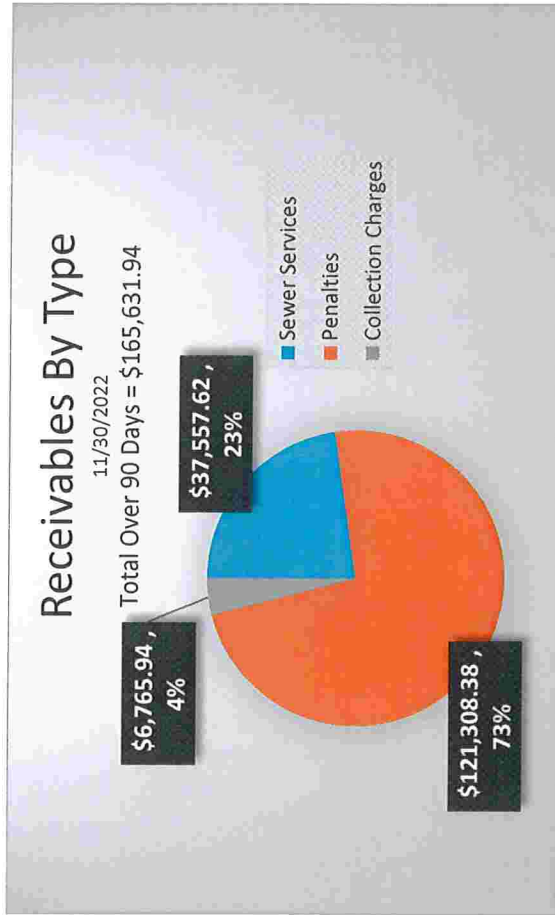
OPERATING EXPENSES

| | | | | |
|---------------------------------------|---------------|-----------------|------------------|------------------|
| Building and Grounds Upkeep | - | 925.00 | 4,353.99 | 15,000.00 |
| Utilities | 561.80 | 1,951.32 | 7,966.32 | 40,000.00 |
| J.U.L.I.E. | - | - | - | 3,000.00 |
| Training and Education | - | - | 200.00 | 3,000.00 |
| Travel Expenses | - | - | - | 2,000.00 |
| Computer Hardware, Software & Support | 337.54 | 675.00 | 1,562.54 | 7,000.00 |
| | <u>899.34</u> | <u>3,551.32</u> | <u>14,082.85</u> | <u>70,000.00</u> |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|---|---------------------|---------------------|---------------------|---------------------|
| CONTINGENT AND MISCELLANEOUS EXPENSES | | | | |
| Not Otherwise Appropriated | 150.00 | 93.00 | 243.00 | 1,000.00 |
| | 150.00 | 93.00 | 243.00 | 1,000.00 |
| TOTAL GENERAL FUND | 21,071.25 | 23,898.10 | 148,917.92 | 393,000.00 |
| CHLORINATION FUND | 6,057.10 | 5,673.40 | 20,211.18 | 35,000.00 |
| | 6,057.10 | 5,673.40 | 20,211.18 | 35,000.00 |
| AUDIT FUND | - | - | - | 15,000.00 |
| | - | - | - | 15,000.00 |
| PUBLIC LIABILITY INSURANCE FUND | | | | |
| Workers' Compensation | - | - | 8,450.00 | 30,000.00 |
| Administrative Fee | - | - | 254.00 | 1,000.00 |
| Property | - | 34,794.00 | 34,794.00 | 45,000.00 |
| Vehicles | - | 9,321.00 | 9,321.00 | 15,000.00 |
| General Liability | - | 50,168.00 | 50,168.00 | 74,000.00 |
| | - | 94,283.00 | 102,987.00 | 165,000.00 |
| SOCIAL SECURITY FUND | 4,913.72 | 4,994.52 | 36,296.98 | 70,000.00 |
| IMRF FUND | 9,403.49 | 9,561.80 | 69,549.09 | 155,000.00 |
| OTHER EXPENDITURES (RECEIPTS) | - | - | - | - |
| | - | - | - | - |
| TOTAL EXPENDITURES | 41,445.56 | 138,410.82 | 377,962.17 | 833,000.00 |
| EXCESS OF REVENUES OVER (UNDER) EXPENDITURES | (32,136.13) | (132,360.71) | 295,461.61 | (169,990.00) |
| Ending Cash and Investments | | | | |
| First National Bank | \$ 1,644,849.34 | \$ 1,509,551.09 | \$ 1,232,842.78 | |
| Credit Cards | (337.54) | | - | |
| TOTAL ENDING CASH AND INVESTMENTS | 1,644,511.80 | 1,509,551.09 | 1,232,842.78 | |

Accounts Receivable Analysis

November 2022



Monthly Shut Off Summary

Lake in the Hills

- 4 shut off – All pd in full post shut off.

Huntley

- None.

Crystal Lake

- None.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
December 15, 2022 Meeting Date**

| Name | Memo | Amount |
|---|--|---------------------|
| Governmental Funds | | |
| Frisbie-Lohmeyer Insurance | Gen Liab Ins - 3 Year Pollution Coverage | \$ 35,473.00 |
| McHenry County Recorder | Computer Exp - Laredo | \$ 275.00 |
| TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING | | \$ 35,748.00 |
| O & M Funds | | |
| TAS United | Emergency Communications | \$ 100.00 |
| Verizon Wireless | Emergency Communications | \$ 398.94 |
| Village of Lake in the Hills | Utilities - Water | \$ 104.63 |
| TOTAL O & M BILLS PAID PRIOR TO MEETING | | \$ 603.57 |

**LITH SANITARY DISTRICT
Recurring Bills
December 15, 2022 Meeting Date**

| Name | Memo | Amount |
|---|---|---------------------|
| Governmental Funds | | |
| United States Treasury | District Pd Payroll Taxes (SS & Med) | \$ 4,994.52 |
| Illinois Municipal Retirement Fund | Employer Portion of IMRF-November 2022 | \$ 9,561.80 |
| TOTAL GOVERNMENTAL RECURRING BILLS | | \$ 14,556.32 |
| O & M Funds | | |
| Blue Cross Blue Shield | Medical Insurance Premiums (for November 2022) | \$ 19,910.92 |
| First National Bank PayMaker/Bill.com | Pro Svcs - PayMaker/ Bill.com (for October 2022 payments) | \$ 69.75 |
| Humana | Specialty Insurance Premiums (for November 2022) | \$ 1,368.47 |
| United States Postal Service | Postage - Mailing of Past Due Notices | \$ 929.06 |
| TOTAL O & M RECURRING BILLS | | \$ 22,278.20 |

Approved _____

President Reed

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
December 15, 2022 Meeting**

| Name | Memo | Amount |
|--------------------------------------|---------------------------------------|--------------------|
| GOVERNMENTAL FUND BILLS | | |
| Applied Technologies | Contractual Svs - Engineering | \$4,210.00 |
| George Roach & Associates | Audit for FYE 4/30/22 | \$12,750.00 |
| Hawkins Inc | Chlorination - Alum Sulfate | \$1,755.60 |
| Hawkins Inc | Chlorination - Alum Sulfate | \$2,602.40 |
| Illinois Public Risk Fund | Liab Ins - Workers Compensation | \$4,605.00 |
| Storino Ramello & Durkin | Contractual Svs - Legal, October 2022 | \$227.50 |
| Vanguard Energy Svs | Utilities - Nat Gas | \$4,281.32 |
| TOTAL GOVERNMENTAL FUND BILLS | | \$30,431.82 |

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
December 15, 2022 Meeting**

| Name | Memo | Amount |
|---|--|--------------|
| O & M BILLS | | |
| AMS Mechanical Systems | Pro Svs - Softstart Replacement, Concord | \$ 4,825.00 |
| Applied Technologies | Engineering - Front Drive Pavement CEI | \$ 624.00 |
| Applied Technologies | Engineering - Sludge Storage Bldg Modifications | \$ 312.00 |
| AutoZone, Inc. | Maint/Repair - Plant Vehicles, Alternator for End Loader | \$ 1,009.00 |
| Cintas Corporation #355 | Op Supplies - Personnel, Nov 2022 | \$ 811.43 |
| Consolidated Electrical Distributors, Inc | Maint/Repair - Plant | \$ 275.00 |
| Constellation New Energy Inc | Utilities - Concord | \$ 424.16 |
| Constellation New Energy Inc | Utilities - Meadowbrook | \$ 155.77 |
| Constellation New Energy Inc | Utilities - Beach | \$ 37.56 |
| Constellation New Energy Inc | Utilities - Pyott | \$ 182.29 |
| Constellation New Energy Inc | Utilities - Decatur | \$ 975.12 |
| Constellation New Energy Inc | Utilities - Plant | \$ 10,470.12 |
| Constellation New Energy Inc | Utilities - Dam | \$ 131.70 |
| Ed's Rental & Sales, Inc. | Maint/Repair - Plant, sewer rod rental | \$ 80.00 |
| First National Bank of Omaha - Visa | Op Supplies Personnel, Pro Svs Intuit Fees, Office Supplies, Telephone, Computer Exp | \$ 762.31 |
| Flood Brothers Disposal & Recycling Svs | Building & Grounds - December 2022 Trash & Recycling | \$ 361.92 |
| Harrell & Son's Lawn Maintenance | Grounds Upkeep - Mowing 11/3/22 | \$ 300.00 |
| HR Stewart | Plant Equipment - Bldg E MUA units | \$ 50,480.00 |
| James Olivera-reimbursement | Oper Supplies - Personnel, Clothing Reimbursement | \$ 67.58 |
| Jennifer Olson-reimbursement | Oper Supplies - Personnel, Clothing Reimbursement | \$ 107.72 |
| Kyle Caccamo-reimbursement | Oper Supplies - Personnel, Clothing Reimbursement | \$ 189.02 |
| Logsdon Office Supply | Office Supplies | \$ 289.41 |
| Logsdon Office Supply | Office Supplies | \$ 205.48 |
| McHenry County Recorder | Collection Expenses | \$ 2.00 |
| Metropolitan Industries, Inc. | Emergency Communications - Metro Cloud | \$ 445.00 |
| Mid-South Imaging LLC | Collection Expenses | \$ 85.00 |
| PetroChoice LLC | Gas/Fuel | \$ 509.14 |
| Rene Rodriguez-reimbursement | Oper Supplies - Personnel, Clothing Reimbursement | \$ 199.54 |

| | | | |
|------------------------------|--|----|-----------|
| Storino Ramello & Durkin | Collection Expenses, October 2022 | \$ | 91.30 |
| Synagro WWT | Sludge Mgt - November 2022 | \$ | 18,000.00 |
| Technology Masters Inc | Computer Expenses, Maintenance | \$ | 548.75 |
| TEKLAB, INC | Pro Svs - Lab | \$ | 295.20 |
| TEKLAB, INC | Pro Svs - Lab | \$ | 148.00 |
| TEKLAB, INC | Pro Svs - Lab | \$ | 148.00 |
| TEKLAB, INC | Pro Svs - Lab | \$ | 443.00 |
| United Laboratories | Operating Supplies | \$ | 325.22 |
| Village of Lake In The Hills | Collection Exp - Water Shut Off Fees, Nov 17, 2022 | \$ | 367.50 |
| Warehouse Direct | Pro Svs - Copies | \$ | 26.40 |
| Water One, Inc. | Op Supplies - Personnel, Drinking Water | \$ | 72.75 |
| Water One, Inc. | Op Supplies - Personnel, Plastic Cups for Drinking Water | \$ | 77.75 |
| Water One, Inc. | Op Supplies - Personnel, Drinking Water Equip Rental | \$ | 22.50 |
| Wilkens-Anderson | Op Supplies - Lab | \$ | 515.27 |
| Ziegler's Ace Hardware | Op Supplies, November 2022 | \$ | 231.68 |

TOTAL O&M FUND BILLS

\$ 95,630.59

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$199,248.50 OF WHICH \$80,736.14 IS FROM THE GOVERNMENTAL FUNDS, \$118,512.36 IS FROM THE OPERATIONS AND MAINTENANCE FUNDS, \$0.00 IS FROM THE CONSTRUCTION FUNDS, AND \$0.00 IS FROM THE BOND AND INTEREST FUNDS.

Approved _____

President Reed

MANAGER'S REPORT

Month of November, 2022

Customers

| | CURRENT | 12/MO TOTAL | Data for Nov 2021 |
|--------------------------------|---------|----------------|----------------------|
| Total accounts: | 11,757 | | |
| New Customers: | 1 | 10 | 2 |
| Connections: | 1 | 11 | 3 |
| Permits Issued: | 2 | 14 | 0 |
| Permits Issued Past 13 Months: | 14 | | |
| Total Permits Issued to Date: | | | |
| <i>Residential:</i> | 10,118 | | |
| <i>Commercial:</i> | 122 | | |
| <i>Industrial:</i> | 1 | | |

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

| NAME | PE | DWELLINGS | Issued |
|------|----|-----------|--------|
| | | | |

COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

| DATE | LOCATION | PROBLEM | DISTRICT PROBLEM |
|------------|-------------------|--------------------|---------------------|
| 11/6/2022 | 3 Grant Avenue | bathroom drain | no |
| 11/26/2022 | 305 E Oak Street | slow drains | no |
| 11/27/2022 | 507 Seminal Trail | laundry room drain | no |
| 11/29/2022 | 206 Plum Street | basement drain | no |

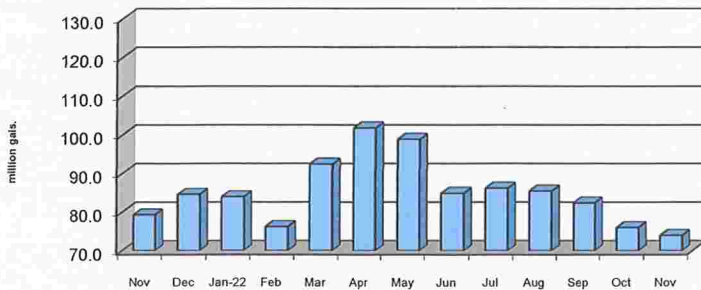
COLLECTION SYSTEM ACTIVITIES

John and Rene cleaned and root cut 2,400' of sewer.

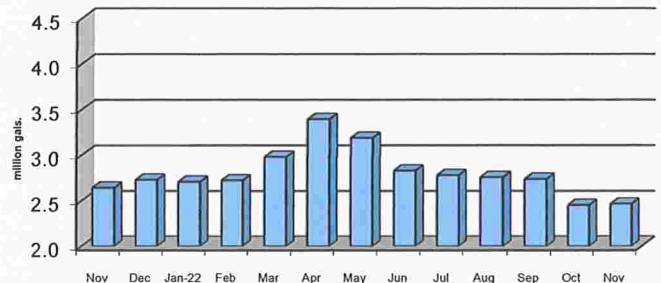
FLOWS

| | | |
|-------------------------------------|---------|-----------------|
| Total Effluent Flow for Month: | 73,936 | million gallons |
| Average Daily Flow: | 2.465 | mgd |
| Maximum Daily Flow: | 3.284 | mgd |
| Precipitation Total: | 1.20 | inches |
| Precipitation This Month Last Year: | 0.47 | inches |
| Septage Accepted: | 551,690 | gallons |

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

November 2022

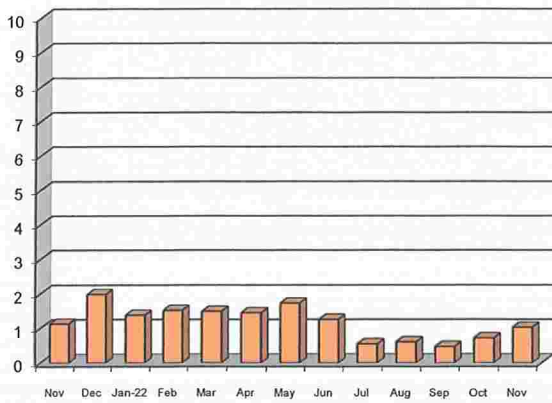
Page 2 of 2

TREATMENT PLANT OPERATIONS

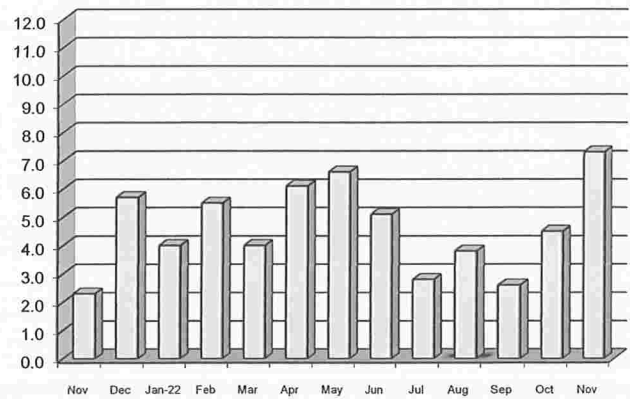
| | <u>Average in</u> | <u>Average out</u> | <u>Average % reduction</u> |
|-------------------------|-------------------|--------------------|----------------------------|
| BOD/CBOD | 221 mg/L | 1.0 mg/L | 99.5% |
| Total Suspended Solids: | 363 mg/L | 7.3 mg/L | 98.0% |
| Ammonia Nitrogen: | 23.4 mg/L | 0.4 mg/L | 98.4% |
| Phosphorus: | | 0.13 mg/L | |
| Fecal Coliform: | | 90.8 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: | 2.151 million gallons |
| Decanted: | 0.207 million gallons |
| Thickened: | 2.017 million gallons |
| To Digester: | 1.003 million gallons |
| Pressed: | 0.675 million gallons |

PERSONNEL ACTIVITIES

John and Rene attended pump training at FRWRD on November 2, 2022.
Staff attended CPR/AED training on November 15, 2022.

Respectfully submitted,

Tamara C. Mueller
District Manager



Date: December 13, 2022 **Project #:** 6515
To: Tamara Mueller, District Manager and Board of Trustees
Organization: Lake in the Hills Sanitary District
From: Robert C. Doeringsfeld, P.E., District Engineer
Regarding: December 2022 District Engineer's Report
Cc: Karen Thompson – District Clerk/Treasurer

1. Front Entrance Drive Reconstruction

- a. The Contractor has not requested Final payment at this time.

2. Barium Discharge Limits

- a. We are proceeding with a submittal to US EPA for a local limit on Barium.

3. Task Order No. 22-02 – Sludge Storage Building Modifications

- a. Preconstruction Conference scheduled for December 21, 2022.
- b. Construction to start the 2nd week of January. The Contractor should have a schedule prepared at the Preconstruction Conference.
- c. The District received the IEPA construction permit.

4. McHenry County Division of Transportation (MCDOT) – Randall Road Project

- a. No update at this time.

5. Lake in the Hills Master Water/Sewer Plan

- a. No update at this time.

6. Smoke Testing of Lake Lines

- a. Requesting permit requirements to work along the shore of the lake from the Village.

7. Development

- a. Proposed Starbucks near Algonquin Road/Lakewood Road reviewed.