



LAKE IN THE HILLS SANITARY DISTRICT

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

AGENDA
PUBLIC HEARING AND REGULAR MEETING
OF THE BOARD OF TRUSTEES
May 19, 2022
7:00 p.m.

**7:00 P.M. PUBLIC HEARING – BUDGET AND APPROPRIATIONS FOR FISCAL YEAR
MAY 1, 2022 THROUGH APRIL 30, 2023**

Swearing in of New Trustee

Pledge of Allegiance

Roll Call

Public Comments

Budget and Appropriations for Fiscal Year May 1, 2022 through April 30, 2023

Adjourn Public Hearing

REGULAR MEETING OF THE BOARD OF TRUSTEES

Roll Call

Approval of the Minutes

Public Comments

Presentation by RES for Crystal Creek Reach 7

Consent Agenda

- A. Approval of Ordinance No. 414, An Ordinance for the Combined Budget and Appropriations for Fiscal Year May 1, 2022 through April 30, 2023.**
- B. Approval of writing off uncollectable residential accounts per staff's recommendation.**



LAKE IN THE HILLS SANITARY DISTRICT

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**AGENDA
PUBLIC HEARING AND REGULAR MEETING
OF THE BOARD OF TRUSTEES
May 19, 2022
7:00 p.m.
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Specific Agenda

- A. Voting for President and Vice President**
- B. Approval to pursue applying for a 319 grant for Crystal Creek Reach 7 Restoration Project.**
- C. Approval of Ordinance No. 415, An Ordinance providing for the redemption and payment of the outstanding Debt Certificates, Series 2008, of the Lake in the Hills Sanitary District in advance of maturity.**

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$406,624.98 of which \$68,345.98 is from the Governmental Funds, \$304,458.36 is from the Operations and Maintenance Funds, \$33,820.64 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
April 21, 2022**

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 at the Sanitary District offices were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, Engineer Bob Doeringsfeld of Applied Technologies and District Treasurer/Clerk Karen Thompson. District Attorney Ann Williams of Storino, Ramello & Durkin was not present during roll call, but arrived at 7:10pm during the Manager's Report.

Approval of Minutes:

Motion was made by Trustee Reed and seconded by Trustee Ruzanski to approve the minutes of the Regular Board Meeting of March 17, 2022 as presented. On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye.

Public Comments:

None.

Consent Agenda:

- A. Appointment of Tamara Mueller as District Manager, Karen Thompson as District Clerk, Applied Technologies as District Engineers, and Robert Doeringsfeld as District Engineer, Storino, Ramello & Durkin as District Attorneys, and Ann Williams as District Attorney, and George Roach and Associates as District Auditors.
- B. Approval of salary adjustments as recommended by District Manager.
- C. Approval of Ordinance No. 413 amending Ordinance No. 408 Regarding the Combined Budget and Appropriations for Fiscal Year May 1, 2021, through April 30, 2022, of the Lake in the Hills Sanitary District.
- D. Award of the Front Entrance Drive Reconstruction to Maneval Construction Company in the amount of \$272,563.41.
- E. Approval of inspection and testing services by Conrad DeLatour and Associates of up to \$5,000.00 (estimated amount is \$3,838.00).
- F. Approval of Task Order No. 22-01 for Front Entrance Drive Construction Engineering and Inspection in the amount of \$29,844.00.

Motion was made by President Hansen and seconded by Trustee Reed to approve the Consent Agenda as presented (Items A through F). On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
April 21, 2022**

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the March 2022 Treasurer's reports and provided a verbal summary of some of the receipts and expenses. She further added that the District has received over \$134,000 in rebates, refunds or grants so far this fiscal year. This is a remarkable number and she attributed many of these refunds to the District Manager's persistence to save money and to hold vendors accountable to their promises.

Motion was made by President Hansen, seconded by Trustee Reed, to approve the March 2022 Treasurer's reports. On a roll call vote President Hansen and Trustees Reed and Ruzanski 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.

Motion was made by President Hansen and seconded by Trustee Ruzanski to approve the List of Bills for payment totaling \$447,806.93 of which \$25,138.83 is from the Governmental Fund, \$107,301.59 is from the Operations and Maintenance Fund, \$9,569.63 is from the Construction Fund, and \$305,796.88 is from the Bond and Interest Fund.

The motion passed after a roll call vote; President Hansen and Trustees Reed and Ruzanski voting aye.

Manager's Report:

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

There were no emergency call outs in March.

The District's TV truck is currently out of service while it is receiving a large upgrade. This is taking a little longer than anticipated as we are having some coordination issues between the company that installs the hardware and the company that creates the software.

All but two grease trap inspections have been completed. If necessary, the attorney will be consulted to reach out to these remaining two.

District Manager, Assistant District Manager and an attorney from Storino, Ramello and Durkin met with a representative from the IEPA regarding the notice of intent to pursue legal action for our prior barium violations. We had to commit to a deadline of June 30th to install permanent piping from our alum tank to our splitter box. This piping is almost done and the splitter box that is being used for barium reduction is working well.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
April 21, 2022**

A draft 2022-2023 budget was provided. Between now and the next meeting there may be some additional tweaks.

District Manager is hoping to reduce interest costs by paying off the 2008 Debt Certificates. She consulted the Auditor and he concurred. She estimates that the District could save \$138,000 in interest on the 2008 Debt Certificates by paying them off early. We have to wait until at least 2024 to consider paying off the 2014 GO bonds.

Statement of economic interest forms are due by May 1, 2022.

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

Engineer's Report:

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 – Bids were only accepted online and the District received 4 bids. The District had budgeted \$325,000.00 for the project. This was awarded tonight to Maneval Construction in the amount of \$272,563.41. The contractor has indicated that they would like to be done with this project by June 20th which will avoid any construction during the time that residents will be coming to the office to pay the bills due in July. Task order 22-01 was also approved tonight for Applied Technologies' engineering and inspection work. The direct services contract for the geotechnical inspection and testing by Conrad DeLatour has also been approved tonight.
- 2) Development Reviews – The Arden Rose preconstruction conference was held on March 18, 2022 and he and the District Manager attended.
- 3) Beach Lift Station – Engineer Doeringsfeld met with the resident on March 18th to discuss the issues outlined in his complaint. This was a very positive meeting. Engineer Doeringsfeld provided a letter to the District Manager to summarize this discussion. We are currently working on the corrections that were discussed.
- 4) Disc Filter Replacement Project – Engineer Doeringsfeld and some District staff have visited three different installations of tertiary disc filters. He will work with staff to develop intended project scope, construction cost estimates and possible funding mechanisms. District Manager added that the plan is to use current funds for this project and not take on additional debt. The District's sand filters are about 30 years old and the technology being used today is more efficient, provides good effluent and takes up a lot less space.

Attorney's Report:

The statement of economic interest forms have been revised this year. This is creating confusion with some of the definitions, specifically with questions 1 & 2 and how an asset is defined. District Attorney is available to help with any questions.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
April 21, 2022**

Unfinished Business:

None.

New Business:

Trustee Ruzanski commended Engineer Doeringsfeld and District staff for the way that the resident complaint related to the Beach Lift Station project was handled. Their response creates good will and helps to make Lake in the Hills a great place to live.

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 7:34pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2022.

Board President

ORDINANCE NO. 414
*An Ordinance for the Combined Budget and Appropriations
for Fiscal Year May 1, 2022, through April 30, 2023
of the Lake in the Hills Sanitary District*

BE IT ORDAINED by the President and Board of Trustees of the LAKE IN THE HILLS SANITARY DISTRICT, McHenry County, Illinois, as follows:

SECTION 1: The following is the Annual Budget and Appropriations Ordinance for the Lake in the Hills Sanitary District for the fiscal year beginning May 1, 2022, and ending April 30, 2023.

A. GENERAL FUND

1.	<u>Personnel Services and Salary Expense</u>	
	Salaries of Trustees, Manager, Finance Director, Clerk	\$210,000
		<u>\$210,000</u>
2.	<u>Contractual Services</u>	
	Professional Engineering	\$ 65,000
	Legal Services	25,000
	Other Professional Services	<u>5,000</u>
		\$ 95,000
3.	<u>Administrative Expenses</u>	
	Printing, Publications	\$ 4,500
	Office Supplies, Equipment	2,500
	Postage	1,000
	Treasurer's Bond	4,000
	Community Affairs	1,000
	Memberships and Dues	<u>4,000</u>
		\$ 17,000
4.	<u>Operating Expenses</u>	
	Building and Grounds Upkeep	\$ 15,000
	Utilities	40,000
	J.U.L.I.E.	3,000
	Training and Education	3,000
	Travel Expenses	2,000
	Computer Hardware, Software & Support	<u>7,000</u>
		\$ 70,000
5.	<u>Contingent and Miscellaneous Expenses</u>	
	(Not otherwise appropriated)	<u>\$ 1,000</u>
		\$ 1,000
	<u>TOTAL GENERAL FUND</u>	<u>\$393,000</u>

B. CHLORINATION FUND \$ 35,000

C.	<u>AUDIT FUND</u>	\$ 15,000
D.	<u>PUBLIC LIABILITY INSURANCE FUND</u>	
	Workers' Compensation	\$ 30,000
	Property	45,000
	Vehicles	15,000
	General Liability	74,000
	Administration Fee	1,000
		<u>\$165,000</u>
E.	<u>SOCIAL SECURITY FUND</u>	\$ 70,000
F.	<u>IMRF FUND</u>	\$155,000
	<u>TOTAL GENERAL CORPORATE FUND</u>	<u>\$833,000</u>
G.	<u>OPERATION & MAINTENANCE FUND</u>	
1.	<u>SEWERAGE OPERATIONS AND MAINTENANCE ACCOUNT</u>	
a.	<u>Personnel Services</u>	
	District Personnel Salaries	\$700,000
		<u>\$700,000</u>
b.	<u>Administrative Expenses</u>	
	Telephone	\$ 3,000
	Postage	20,000
	Printing, Publications	2,000
	Office Supplies	7,500
	Billing and Collection Expenses	75,000
	Professional Services	5,000
	Training, Travel and Education	7,000
	Computer Hardware, Software and Support	25,000
	Community Affairs	2,000
	Medical and Life Insurance	275,000
		<u>\$421,500</u>
c.	<u>Operation and Maintenance of Plant</u>	
	Operating Supplies	\$ 60,000
	Maintenance and Repair (Plant)	150,000
	Maintenance and Repair (Collection Systems)	300,000
	Utilities and Energy	400,000
	Grounds Upkeep	30,000
	Gasoline/Oil	20,000
	Computer and Support Services	2,000
	Emergency Communications	40,000
	Sludge Management	225,000
	Professional Services	35,000

Residential Reimbursement	10,000
Compliance Requirements/Permits	30,000
GIS	<u>10,000</u>
	\$1,312,000
<u>TOTAL OPERATING BUDGET</u>	<u>\$2,433,500</u>

2. Construction

d. Capital Improvements

New Construction	\$ 1,500,000
Plant Equipment	500,000
Collection System	500,000
Vehicles	175,000
Legal Expense	5,000
Engineering Expense	200,000
Bond, Finance Consulting Expense	<u>1,000</u>
	\$2,881,000

3. Bond and Interest Account

e. Bond Transfers

2008 Debt Certificates, Principal	\$ 690,000
2008 Debt Certificates, Interest	5,000
Administration Fee	<u>2,000</u>
	\$ 697,000

f. Bond Transfers

2014 Bonds, Principal	\$ 120,000
2014 Bonds, Interest	100,000
Administrative Fee	<u>2,000</u>
	\$ 222,000

g. Contingent & Miscellaneous Expenses
(Not otherwise appropriated)

	<u>\$ 3,000</u>
	\$ 3,000

TOTAL OPERATION AND MAINTENANCE FUND **\$6,236,500**

SUMMARY:

General Fund	\$ 393,000
Chlorination Fund	35,000
Audit Fund	15,000
Public Liability Insurance Fund	165,000
Social Security Fund	70,000
IMRF Fund	155,000
Operation and Maintenance Fund:	<u>6,236,500</u>
<i>Summary Total:</i>	<u>\$7,069,500</u>

SECTION 2: As part of the Annual Budget, it is stated:

1. That the cash on hand at the beginning of the fiscal year is \$9,060,291.
2. That the estimated cash expected to be received during the fiscal year from all sources is \$4,788,510.
3. That the estimated expenditures contemplated for the fiscal year are \$7,069,500.
4. That the estimated cash expected to be on hand at the end of the fiscal year is \$6,779,301.

SECTION 3: All unexpended balances of any item or items of any general appropriation made by this Ordinance may be expended in making up any insufficiency in any item or items in the same general appropriation and for the same purposes or in a like appropriation made by this ordinance.

SECTION 4: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 5: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes:

Nays:

Absent:

Abstain:

APPROVED:

District President

[SEAL]

ATTEST: _____
District Clerk, Karen Thompson

Passed: _____

Approved: _____

Published: _____

CERTIFICATION

I, Karen Thompson, do hereby certify that I am the duly appointed and qualified District Clerk of the Lake in the Hills Sanitary District, McHenry County, Illinois, and that as such District Clerk, I am the keeper of the ordinances, records, corporate seal and proceedings of the President and Board of Trustees of said Lake in the Hills Sanitary District.

I do hereby further certify that at a regular meeting of the President and Board of Trustees of the Lake in the Hills Sanitary District, held on the 19th day of May, 2022, the foregoing Ordinance entitled *An Ordinance for the Combined Budget and Appropriations for Fiscal Year May 1, 2022, through April 30, 2023, of the Lake in the Hills Sanitary District*, was duly passed and approved by the President and Board of Trustees of the Lake in the Hills Sanitary District.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the District Clerk of said District for safekeeping, and that I am the lawful custodian and keeper of the same.

In witness whereof, I have affixed my name as District Clerk and caused the seal of said District to be affixed hereto this 19th day of May, 2022.

Karen Thompson, District Clerk
Lake in the Hills Sanitary District
McHenry County, Illinois

[SEAL]

CERTIFICATE OF ESTIMATED REVENUES
LAKE IN THE HILLS SANITARY DISTRICT
FISCAL YEAR BEGINNING MAY 1, 2022

FUND	SOURCE OF REVENUE	AMOUNT
General	Real Estate Taxes	\$355,000
	Interest	1,000
Audit	Real Estate Taxes	12,000
Chlorination	Real Estate Taxes	10
Liability Insurance	Real Estate Taxes	75,000
Social Security	Real Estate Taxes	65,000
Retirement	Real Estate Taxes	155,000
Sewerage	User Charges	3,600,000
	Septage Income	350,000
	Wastewater Discharge Income	65,000
	Connection Fee	100,000
	Annexation Fees	5,000
	Downstream Charges	500
	Liftstation Recapture	-0-
	Interest	5,000
Total Estimated Revenues		\$4,788,510

CERTIFICATION

I, Karen Thompson, the District Clerk of the Lake in the Hills Sanitary District, do hereby certify that the above is a true estimate of the revenues anticipated to be received by this governmental unit in this fiscal year 2022-23 for the indicated funds.

Dated: _____, 2022

Karen Thompson
District Clerk

[SEAL]

5.4.2022

UNCOLLECTABLE WRITE-OFFS

11/01/21 - 04/30/22

Acct #	W/O Date	Name	Bill Amount	W/O Amount	SwrfBlo W/O	Penalty W/O	Collections W/O	Collected Amount	Service Address	Reason
12433001	12/20/2021	Marta Raykhshtat	\$ 7,342.41	\$ 3,984.14		\$ 3,929.14	\$ 55.00	\$ 3,271.50	503 Peachtree Ct CL	Agreed w/o per TCM/JAS
12761000	3/1/2022	Robert Anderson	\$ 2,760.61	\$ 1,900.61		\$ 1,900.61		\$ 860.00	3232 Harvard Ln	Agreed w/o Pd agreement amnt
TOTALS			\$ 10,103.02	\$ 5,884.75	\$ -	\$ 5,829.75	\$ 55.00	\$ 4,131.50		

ORDINANCE NO. 415

ORDINANCE providing for the redemption and payment of the outstanding Debt Certificates, Series 2008, of the Lake in the Hills Sanitary District, McHenry County, Illinois, in advance of maturity.

* * *

WHEREAS, the Lake in the Hills Sanitary District, McHenry County, Illinois (the "*District*"), has previously issued and there are currently outstanding its Debt Certificates, Series 2008 (the "*Certificates*"), issued pursuant to an ordinance adopted by the Board of Trustees (the "*Board*") of the District on the 10th day of January, 2008 (the "*Certificate Ordinance*"); and

WHEREAS, in accordance with their terms, the Certificates may be called for redemption in advance of their respective maturities on May 1, 2017, and on any date thereafter, at a redemption price of par plus accrued interest to the redemption date; and

WHEREAS, the Board has determined that it is necessary and desirable to make such call for the redemption of all of the outstanding Certificates, in an aggregate principal amount of \$690,000 (the "*Redeemed Certificates*"), on their earliest possible call date, the same being June 22, 2022 (the "*Redemption Date*"), and provide for the giving of proper notice to the registered owners of the Certificates; and

WHEREAS, the Board has determined that the District has funds on hand and lawfully available in the Debt Certificates, Series 2008, Certificate Fund, established pursuant to the Certificate Ordinance (the "*Certificate Fund*") in the amount of \$694,555.47, said amount being sufficient to provide for the payment of the outstanding Certificates on the Redemption Date (the "*Available Funds*"); and

WHEREAS, the Board hereby finds that it is in the best interests of the District to apply the Available Funds to the redemption of the Redeemed Certificates:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of the Lake in the Hills Sanitary District, McHenry County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

Section 2. Call of the Redeemed Certificates. In accordance with the redemption provisions of the ordinances authorizing the issuance of the Certificates, the District by the Board does hereby make provision for the payment of and does hereby call the Redeemed Certificates for redemption on the Redemption Date.

Section 3. Deposit of Moneys with the Paying Agent. The Finance Director and Clerk of the District (the "*Finance Director*") is hereby authorized and directed forthwith to deposit the Available Funds with The Bank of New York Trust Company, N.A., Chicago, Illinois, as paying agent for the Certificates (the "*Paying Agent*") for the purpose of effectuating the redemption of the Redeemed Certificates on the Redemption Date. The Available Funds are hereby appropriated from funds of the District on hand and legally available and shall be irrevocably deposited with the Paying Agent on or before the Redemption Date.

Section 4. Severability. If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

Section 5. Repealer and Effective Date. All ordinances or parts thereof in conflict herewith be and the same are hereby repealed and that this Ordinance shall be in full force and effect forthwith upon its adoption.

MINUTES of a regular public meeting of the Board of Trustees of the Lake in the Hills Sanitary District, McHenry County, Illinois, held in the Board Room of the Lake in the Hills Sanitary District, 515 Plum Street, Lake in the Hills, Illinois, in said Sanitary District, at 7:00 o'clock P.M., on the 19th day of May, 2022.

* * *

The Acting President called the meeting to order and directed the Clerk to call the roll.

Upon the roll being called, _____, the Acting President, and the following trustees were physically present at said location: _____

The following trustees were allowed by a majority of the trustees of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: _____

No trustee was not permitted to attend the meeting by video or audio conference.

The following trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

The President announced that the Board of Trustees would next consider the adoption of an ordinance providing for the redemption prior to maturity of the District's outstanding Debt Certificates, Series 2008, and the deposit of funds with the paying agent for such certificates in an amount sufficient for the payment of said certificates upon said redemption.

Whereupon Trustee _____ presented and the Clerk read by title an ordinance as follows, a copy of which was provided to each trustee of the Board of Trustees prior to said meeting and to everyone in attendance at said meeting who requested a copy:

Trustee _____ moved and Trustee _____
seconded the motion that said ordinance as presented and read by title be adopted.

After a full and complete discussion thereof, the President directed that the Clerk call the roll for a vote upon the motion to adopt said ordinance.

Upon the roll being called, the following trustees voted AYE: _____

The following trustees voted NAY: _____

Whereupon the President declared the motion carried and said ordinance adopted, and in open meeting approved and signed said ordinance and directed the Clerk to record the same in full in the records of the Board of Trustees of the Lake in the Hills Sanitary District, McHenry County, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Clerk Karen Thompson

STATE OF ILLINOIS)
) SS
COUNTY OF MCHENRY)

CERTIFICATION OF MINUTES AND ORDINANCE

I, the undersigned, do hereby certify that I am the duly qualified and acting Clerk of the Board of Trustees of the Lake in the Hills Sanitary District, McHenry County, Illinois (the “Board”), and as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 19th day of May, 2022, insofar as same relates to the adoption of an ordinance entitled:

ORDINANCE providing for the redemption and payment of the outstanding Debt Certificates, Series 2008, of the Lake in the Hills Sanitary District, McHenry County, Illinois, in advance of maturity.

Adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Sanitary District Act of 1917 of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 19th day of May, 2022.

Clerk Karen Thompson

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of April, 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	\$ 1,337,158.68	\$ 1,294,280.07	\$ 1,179,078.27
Credit Cards	(1,286.95)	-	-
TOTAL BEGINNING CASH AND INVESTMENTS	1,335,871.73	1,294,280.07	1,179,078.27

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	-	-	374,582.80	375,000.00
Audit Fund	-	-	5,003.03	5,000.00
Chlorination Fund	-	-	16.89	10.00
Liability Insurance Fund	-	-	49,951.70	50,000.00
Social Security Fund	-	-	64,934.80	65,000.00
Retirement Fund	-	-	154,832.78	155,000.00
Replacement Taxes	821.03	970.63	4,647.71	-
Rebates, Refunds or Grants Received	-	1,778.00	3,975.00	
Interest Income	56.45	52.80	620.49	1,000.00
TOTAL REVENUES AND RECEIPTS	877.48	2,801.43	658,565.20	651,010.00

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk

15,239.80	14,615.80	183,438.46	190,000.00
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CONTRACTUAL SERVICES

Professional Engineering

1,944.00	1,890.00	49,123.47	66,000.00
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Legal Services

-	1,968.75	11,644.05	35,000.00
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Other Professional Services

-	270.00	270.00	5,000.00
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1,944.00	4,128.75	61,037.52	106,000.00
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ADMINISTRATIVE EXPENSES

Printing, Publications

-	-	2,875.68	5,000.00
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Office Supplies, Equipment

-	161.81	2,387.53	2,500.00
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Postage

132.35	-	519.90	1,500.00
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Treasurer's Bond

-	-	3,000.00	4,000.00
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Community Affairs

-	-	93.75	1,000.00
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Memberships and Dues

54.00	100.00	678.00	4,000.00
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186.35	261.81	9,554.86	18,000.00
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OPERATING EXPENSES

Building and Grounds Upkeep

-	-	7,056.06	9,000.00
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Utilities

6,500.04	3,762.32	35,552.90	36,000.00
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J.U.L.I.E.

2,263.39	-	4,632.66	5,000.00
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Training and Education

-	-	640.00	1,000.00
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Travel Expenses

-	-	-	2,000.00
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Computer Hardware, Software & Support

(14.98)	571.41	4,653.29	7,000.00
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8,748.45	4,333.73	52,534.91	60,000.00
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	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	150.00	1,000.00
	-	-	150.00	1,000.00
TOTAL GENERAL FUND	26,118.60	23,340.09	306,715.75	375,000.00
Expenditures (continued)				
CHLORINATION FUND	1,613.55	1,623.55	18,754.05	24,000.00
	1,613.55	1,623.55	18,754.05	24,000.00
AUDIT FUND	-	-	12,000.00	20,000.00
	-	-	12,000.00	20,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	-	-	18,023.00	30,000.00
Administrative Fee	-	-	541.00	1,000.00
Property	-	-	28,884.00	45,000.00
Vehicles	-	-	8,108.00	15,000.00
General Liability	-	-	14,591.00	74,000.00
	-	-	70,147.00	165,000.00
SOCIAL SECURITY FUND	5,055.58	4,876.83	57,937.19	65,000.00
IMRF FUND	9,681.41	50,151.55	155,000.00	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	42,469.14	79,992.02	620,553.99	804,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(41,591.66)	(77,190.59)	38,011.21	(152,990.00)
Ending Cash and Investments				
First National Bank	\$ 1,294,280.07	\$ 1,217,089.48	\$ 1,152,745.37	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,294,280.07	1,217,089.48	1,152,745.37	

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

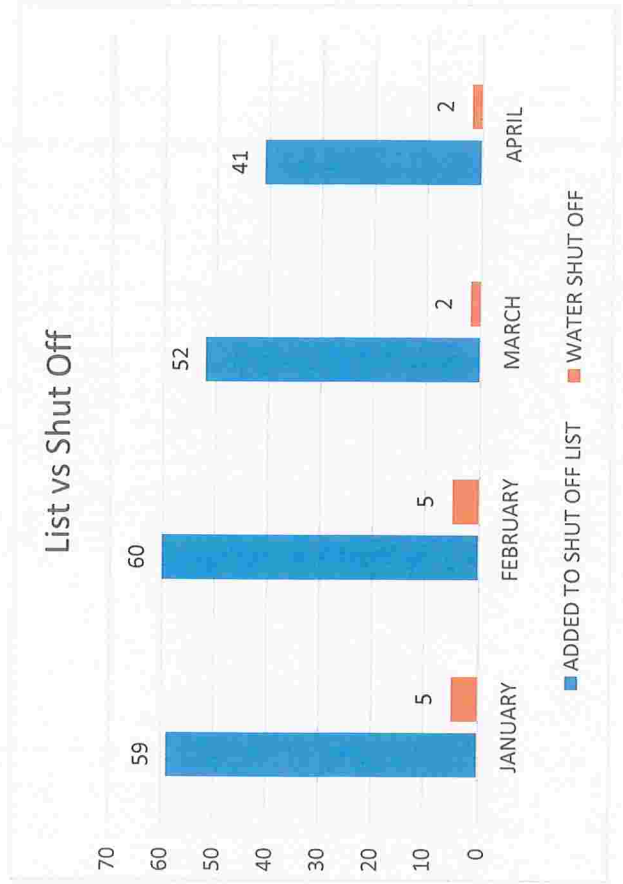
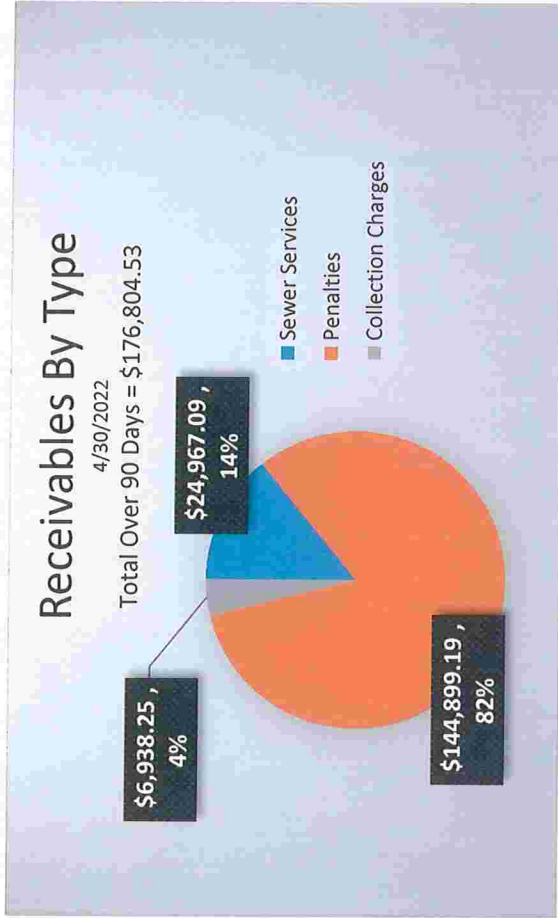
		BANK BALS AT BEGINNING OF PRIOR MONTH	BANK BALS AT BEGINNING OF THE CURRENT MONTH	BANK BALS AT THE BEGINNING OF THE FY
Beginning Cash and Investments				
First National Bank - O & M Account	O&M	750,190.50	682,193.05	812,545.45
First National Bank - Certificate Fund	Bond & Int	149,282.54	162,789.01	33,778.44
First National Bank - Depreciation Account	Construction	2,682,107.96	2,734,847.84	2,280,409.47
First National Bank - Surplus Funds	Construction	29,828.59	8,563.54	20,155.67
First National Bank - Bond & Interest Fund	Bond & Int	995,005.92	1,000,826.75	761,872.03
First National Bank - Sinking Funds	Bond & Int	1,215,351.39	1,230,146.51	1,067,518.48
Algonquin Bank & Trust - Cash Mgr	O&M	1,650,582.80	1,660,001.33	1,051,983.88
Algonquin Bank & Trust - Operating	O&M	20.00	0.00	1,130.00
Home State Bank	O&M	CLOSED	CLOSED	34,814.21
Credit Cards		(891.78)	(1,616.29)	(684.22)
TOTAL BEGINNING CASH AND INVESTMENTS		7,471,477.92	7,477,751.74	6,063,523.41
SEWERAGE FUNDS				

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Sewer Bill Income/User Charges	50,033.30	796,036.91	3,640,508.87	3,600,000.00
Septage Income	15,726.00	24,754.60	364,374.24	300,000.00
Wastewater Discharge Income	3,741.85	3,285.61	48,021.78	45,000.00
Customer Refunds	(755.90)	(733.25)	(6,281.72)	-
Connection/Tap-On Fees	51,411.66	5,200.00	418,834.66	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	62,557.45	-	134,172.84	-
Interest Income	632.01	917.50	3,984.21	5,000.00
TOTAL REVENUES AND RECEIPTS		183,346.37	829,461.37	4,603,614.88

Expenditures				
PERSONNEL SERVICES				
District Personnel Salaries	50,846.14	49,133.51	587,028.27	634,000.00
ADMINISTRATIVE EXPENSES				
Telephone	206.43	206.43	2,476.22	3,000.00
Postage	4,187.97	64.00	19,203.47	22,000.00
Printing and Publications	-	-	-	2,000.00
Office Supplies	619.99	217.26	7,380.44	7,500.00
Billing and Collection Expenses	2,473.68	1,978.62	63,970.46	80,000.00
Professional Services	173.17	161.06	1,682.64	10,000.00
Training, Travel and Education	-	-	307.40	7,000.00
Computer Hardware, Software, and Support	906.44	1,058.19	24,661.51	25,000.00
Community Affairs	-	-	83.15	2,000.00
Medical and Life Insurance	20,549.47	20,549.47	230,457.38	275,000.00
	29,117.15	24,235.03	350,222.67	433,500.00
OPERATIONS AND MAINTENANCE				
Operating Supplies	4,344.67	9,298.82	59,636.06	60,000.00
Maintenance and Repair (Plant)	10,174.56	14,063.07	113,735.74	150,000.00
Maintenance and Repair (Collection Systems)	302.95	25,492.26	129,091.72	310,000.00
Utilities and Energy	27,096.29	26,563.59	378,043.96	475,000.00
Grounds Upkeep	-	-	18,735.36	30,000.00
Gasoline/Oil	286.14	586.56	10,432.93	20,000.00
Computer and Support Services	-	-	117.37	2,000.00
Emergency Communications	944.99	982.03	30,495.98	75,000.00

Accounts Receivable Analysis

April 2022



Monthly Shut Off Summary

Lake in the Hills

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

Huntley

- None.

Crystal Lake

- None.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
May 19, 2022 Meeting Date**

Name	Memo	Amount
Governmental Funds		
TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING		\$ -
O & M Funds		
AT&T	Emergency Communications	\$ 13.58
Ferguson Ent (dba Pollardwater)	Operating Supplies - Lab	\$ 50.25
Ferguson Ent (dba Pollardwater)	Operating Supplies - Lab	\$ 16.75
United States Postal Service	Postage - Purchase of Stamps	\$ 64.00
Verizon Wireless	Emergency Communications	\$ 389.12
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 533.70

**LITH SANITARY DISTRICT
Recurring Bills
May 19, 2022 Meeting Date**

Name	Memo	Amount
Governmental Funds		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 4,876.83
Illinois Municipal Retirement Fund	Employer Portion of IMRF - April 2022	\$ 9,331.17
Illinois Municipal Retirement Fund	Remain budget to pay down any underfunded liab	\$ 40,820.38
TOTAL GOVERNMENTAL RECURRING BILLS		\$ 55,028.38
O & M Funds		
Blue Cross Blue Shield	Medical Insurance Premiums (for April 2022)	\$ 19,110.21
First National Bank PayMaker/Bill.com	Pro Svs - PayMaker/ Bill.com (for March 2022 payments)	\$ 84.24
Humana	Specialty Insurance Premiums (for April 2022)	\$ 1,439.26
Payment Service Network	Collection Expenses from March 2022	\$ 648.44
United States Postal Service	Postage - Mailing of Quarterly Bills	\$ 4,039.97
TOTAL O & M RECURRING BILLS		\$ 25,322.12

Approved _____

Board President

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
May 19, 2022 Meeting**

Name	Memo	Amount
GOVERNMENTAL FUND BILLS		
Applied Technologies	Contractual Svs - Pro Engineering	\$ 3,168.00
Hawkins Inc	Chlorination - Alum Sulfate	\$ 1,623.55
Illinois Public Risk Fund	Workers Comp Insurance	\$ 4,352.00
McHenry County Clerk	Memberships & Dues - K Gillie Notary	\$ 10.00
RES Great Lakes	Contractual Svs - Pro Svs, Stream & Riparian Assessment	\$ 580.00
Shaw Suburban Media	Printing & Publications, Bid & Budget Hearing	\$ 640.70
Vanguard Energy	Utilities - Nat Gas	\$ 2,943.35
TOTAL GOVERNMENTAL FUND BILLS		\$ 13,317.60

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
May 19, 2022 Meeting**

Name	Memo	Amount
O & M BILLS		
Airgas USA, LLC	Operating Supplies	\$ 56.76
Alarm Detection Systems Inc	Emergency Communications June - August 2022	\$ 91.71
AutoZone, Inc.	Maint/Repair - Plant Vehicles, Bulb	\$ 13.85
Calco, Ltd. Inc.	Operating Supplies - Lab	\$ 162.00
Cintas Corporation #355	Operating Supplies - Personnel April 2022	\$ 502.09
Constellation New Energy Inc	Utilities - Concord LS	\$ 1,040.67
Constellation New Energy Inc	Utilities - Meadowbrook LS	\$ 248.36
Constellation New Energy Inc	Utilities - Pyott LS	\$ 520.13
Constellation New Energy Inc	Utilities - Dam LS	\$ 633.52
Constellation New Energy Inc	Utilities - Decatur LS	\$ 2,613.28
Constellation New Energy Inc	Utilities - Plant	\$ 21,488.32
Constellation New Energy Inc	Utilities - Beach LS	\$ 81.07
EJ Equipment	Cap Imprvmts - Vehicles, TV Truck Upgrades	\$ 91,130.00
Element Materials Tech Daleville LLC	Pro Svs - Lab	\$ 379.80
First National Bank of Omaha - Visa	Op Supplies - Lab, Intuit Fees, Op Supplies - Personnel, Computer, Telephone	\$ 1,198.19
Flood Brothers Disposal & Recycling Svs	Bldg & Grounds, May 2022 Trash Svs	\$ 337.20
Grainger, Inc.	Maint/Repair - Plant, Bearings & Seal	\$ 267.01
Harrell & Son's Lawn Maintenance	Grounds Upkeep - Flwr Beds, Transplanting & Mulch	\$ 3,200.00
Harrell & Son's Lawn Maintenance	Grounds Upkeep - April Mowing	\$ 1,200.00
Hawkins, Inc	Sludge Mgt	\$ 8,871.95
Interstate All Battery Center	Operating Supplies	\$ 62.45
Logsdon Office Supply	Office Supplies	\$ 643.66
Logsdon Office Supply	Office Supplies	\$ 47.99
Marc Kresmery Construction LLC	Pro Svs - Duffield Engineers Samples of Media in Effluent Filters	\$ 1,955.00
McHenry County Recorder	Collection Exp - April 2022	\$ 6.50
McMaster - Carr Supply Company, Inc.	Maint/Repair - Plant	\$ 44.78

Menards	Maint/Repair - Coll Sys- Concord, Sump Pump	\$	169.99
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud	\$	445.00
Monroe Truck Equipment Inc	Maint/Repair - Plant Vehicles, Autocrane & Cable	\$	315.58
Peninsular Technologies LLC	Cap Imprvmts - Vehicles, TV Truck Software Upgrade & Computer	\$	10,225.00
PetroChoice LLC	Gas/Fuel	\$	666.39
Standard Equipment Company	Operating Supplies - Safety	\$	159.38
Suburban Laboratories, Inc.	Pro Svs - Lab	\$	816.00
Synagro-WWOT, Inc.	Sludge Mgt - April 2022	\$	25,920.00
TAS United	Emergency Communications	\$	43.90
Technology Masters Inc	Computer Exp - Maintenance	\$	571.00
The Home Depot	Operating Supplies - Small Tools	\$	165.47
The UPS Store 2361	Postage	\$	13.92
Third Millennium Associates, Inc.	Collection Exp - Rendering of Past Due Notices	\$	720.59
United Laboratories	Operating Supplies	\$	252.38
USA BlueBook	Operating Supplies - Small Tools, BOD Probe	\$	749.79
Warehouse Direct	Pro Svs - Copies	\$	48.33
Water One, Inc.	Operating Supplies - Personnel, Drinking Water	\$	70.00
Wilkens-Anderson	Operating Supplies - Lab	\$	482.57
Xylem Water Solutions U.S.A., Inc.	Cap Imprvmts - Coll Sys, Trailer Pump	\$	99,586.00
Ziegler's Ace Hardware	Operating Supplies - April 2022	\$	384.96

TOTAL O&M FUND BILLS

\$ 278,602.54

CONSTRUCTION FUND BILLS

Applied Technologies Inc	New Const - Engineering, 21-01 Front Drive Pavement	\$	1,466.00
Applied Technologies Inc	New Const - Engineering, 22-01 Front Drive Pavement CEI	\$	1,204.00
Marc Kresmery Construction LLC	New Const - Pro Svs & Upgrades - Alum Line	\$	13,057.74
RES Great Lakes LLC	New Const Cap Imprvmts - Pro Svs & Upgrades, Turf to Prairie Restoration	\$	645.00
RES Great Lakes LLC	New Const Cap Imprvmts - Pro Svs & Upgrades, Crystal Creek Stream Bank Rest	\$	17,447.90

TOTAL CONSTRUCTION FUND BILLS

\$ 33,820.64

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$406,624.98 OF WHICH \$68,345.98 IS FROM THE GOVERNMENTAL FUND, \$304,458.36 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$33,820.64 IS FROM THE CONSTRUCTION FUND, AND \$0.00 IS FROM THE BOND AND INTEREST FUND.

Approved _____

Board President

MANAGER'S REPORT

Month of April, 2022

Customers

	CURRENT	12/MO TOTAL	Data for Apr 2021
Total accounts:	11,750		
New Customers:	2	11	2
Connections:	3	15	0
Permits Issued:	1	16	2
Permits Issued Past 13 Months:	18		
Total Permits Issued to Date:			
<i>Residential:</i>	10,109		
<i>Commercial:</i>	122		
<i>Industrial:</i>	1		

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

NAME	PE	DWELLINGS	Issued
None!			

COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
None!			

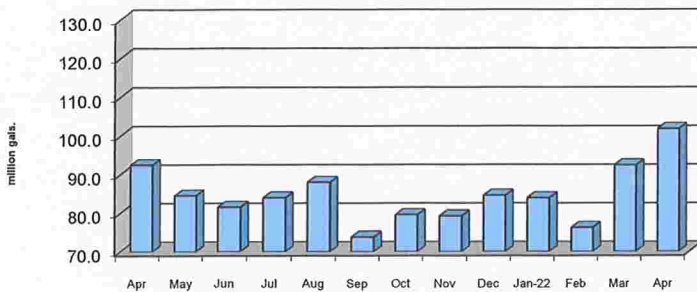
COLLECTION SYSTEM ACTIVITIES

Staff investigated known and suspected areas of I&I during precipitation.

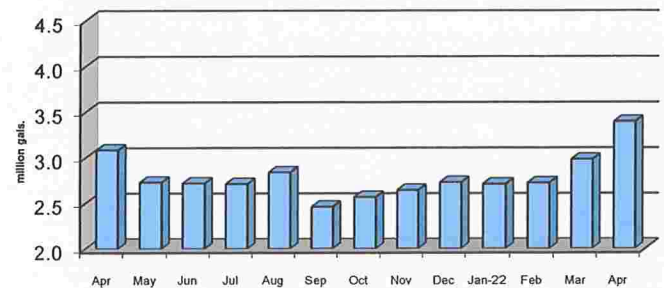
FLOWS

Total Effluent Flow for Month:	101.810	million gallons
Average Daily Flow:	3.394	mgd
Maximum Daily Flow:	4.924	mgd
Precipitation Total:	8.81	inches
Precipitation This Month Last Year:	1.87	inches
Septage Accepted:	570,389	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

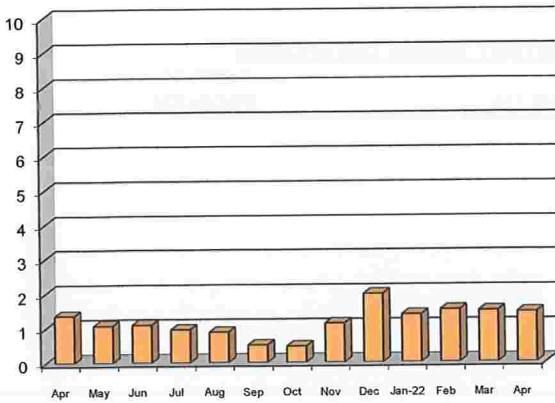
April 2022
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TREATMENT PLANT OPERATIONS

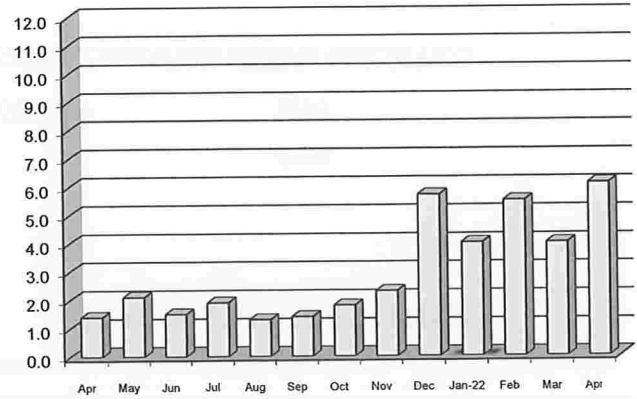
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	149 mg/L	1.5 mg/L	99.0%
Total Suspended Solids:	372 mg/L	6.1 mg/L	98.4%
Ammonia Nitrogen:	10.0 mg/L	0.0 mg/L	99.5%
Phosphorus:		0.15 mg/L	
Fecal Coliform:		179 MPN	

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:	2.915 million gallons
Decanted:	0.550 million gallons
Thickened:	2.640 million gallons
To Digester:	1.109 million gallons
Pressed:	0.637 million gallons

PERSONNEL ACTIVITIES

District staff and District Engineer visited disc filter installations on 4/13/22 and 4/20/22.

Respectfully submitted,

Tamara C. Mueller
District Manager



Date: May 17, 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: May 2022 District Engineer's Report
Cc: Karen Thompson – District Clerk/Treasurer

1. Front Entrance Drive Reconstruction

- a. Project Kick off meeting was held on May 4th with Maneval Construction, Co.
- b. Reconstruction of manhole chimneys and the installation of the curb was completed on May 12th and May 13th.
- c. Contractor created a dust issue that effected District employee vehicles and a District consultant vehicle. ATI informed the Contractor that the issue should be resolved ASAP. Contractor offered car washes. If there are any lasting effects ATI will make sure the Contractor is informed and follows through with a solution.

2. Village of Lake in the Hills

- a. Kick off meeting for a study the Village is conducting will be held on May 18th, 2022.

3. Disc Filter Replacement Project

- a. Working with District Staff to develop the intended project scope, construction cost estimates, and possible funding mechanisms. A Task Order will be presented at the June Board meeting.

4. Septage Receiving Station

- a. Investigating options for replacement of the existing Lakeside unit. The District desires a simpler piece of equipment that requires less maintenance.
- b. A Manual screen, with possible grit eliminator, and controls that include metering and PH testing are being considered.
- c. There is a control package installed at the Old Mill Creek Plant in Lake County the District could tour and ask the operators questions.

5. Smoke Testing

- a. Working with the District Manager to develop a smoke testing Task Order for the area tributary to the Dam Lift Station.