



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
April 20, 2023
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Roll Call

Pledge of Allegiance

Approval of Minutes

Public Comments

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. 418 amending Ordinance No. 414 Regarding the Combined Budget and Appropriations for Fiscal Year May 1, 2022, through April 30, 2023, of the Lake in the Hills Sanitary District.**
- D. Approval of Contractor's Application for Payment No. 3 to Martam Construction in the amount of \$221,234.40 for the Sludge Storage Building Modification.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$149,726.94 of which \$30,136.37 is from the Governmental Funds, \$119,590.57 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.



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
April 20, 2023
7:00 p.m.
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Manager's Report

Draft 23-24 Budget and Capital Improvements List

2023 Statement of Economic Interest Filing Deadline is May 1st

Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
March 16, 2023**

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, District Engineer Bob Doeringsfeld of Applied Technologies and District Treasurer/Clerk Karen Thompson. District Attorney Ann Williams of Storino, Ramello & Durkin attended by telephone. Assistant District Manager Mike Nelson was absent.

Pledge of Allegiance

Approval of Minutes:

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay to approve the minutes of the Regular Board Meeting of February 16, 2023 as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Public Comments:

None.

Consent Agenda:

None.

Specific Agenda:

- A. Approval of Contractor's Application and Certificate for Payment No. 3 – FINAL in the amount of \$4,731.50 to Maneval Construction Company for the Front Entrance Drive Reconstruction.

District Engineer added that we are still waiting for the final lien waivers and the check should not be released until those are received.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve Specific Agenda Item A as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Specific Agenda Item A as presented and approve Payment No. 3 - FINAL in the amount of \$4,731.50 to Maneval Construction.

- B. Approval of Contractor's Application for Payment No. 2 in the amount of \$149,140.80 for the Sludge Storage Building Modification.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve Specific Agenda Item B as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Specific Agenda Item B as presented and approve Payment No. 2 - in the amount of \$149,140.80 to Martam Construction.

**Lake in the Hills Sanitary District
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March 16, 2023**

- C. Approval of Task Order No. 23-03 in the amount of \$21,300 for Engineering Services related to sewer relocation in the MCDOT Randall Road Improvement Project at the Intersection of Randall Road and Miller Road, Lake in the Hills.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve Specific Agenda Item C as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Specific Agenda Item C as presented and approve Task Order No. 23-03 in the amount of \$21,300.

- D. Approval of Task Order No. 23-04 in the amount of \$14,600 for Engineering Services relating to lining of VCP sewers tributary to the Dam Lift Station.

District Engineer added that this lining program is being implemented at the request of the District Manager. The plan is to start with the areas that have had the biggest infiltration during the last storms. This area is near the Dam Lift Station and the pipes date back to the 1960's. There is a total of about 26,000 feet of pipe that needs to be lined. The plan is to complete this over a 5 year period. The District plans to spend about \$300,000 per year on this project for a total cost of over \$1.4 million for the 5 year period.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve Specific Agenda Item D as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Specific Agenda Item D as presented and approve Task Order No. 23-04 in the amount of \$14,600.

Treasurer's Report:

District Treasurer presented final written copies of the February 2023 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

She further added that she received a letter from our Auditor, George Roach & Associates, indicating that they have combined practices with GW & Associates.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the February 2023 Treasurer's reports as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Approval of Bills:

District Treasurer presented a list of bills for approval. She highlighted some of the bills that were atypical or higher than usual.

She further added that the payments to Bond Trust Services for the 2014 Bonds will not be initiated until April as they are not due until April 28th. It would've been cutting it a little too close if we waited to have these bills approved at the April 20th Board meeting.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the List of Bills as presented. The total approved for payment is \$308,945.07 of which \$35,108.74 is from the Governmental

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
March 16, 2023**

Funds, \$103,542.58 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$170,293.75 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 February 2023 Manager's report and verbally provided some additional detail.

She highlighted the following items:

- There were three residential call outs in February. None were the District's issue.
- District maintenance staff cleaned 370' of line. This was lower than usual due to the weather.
- We had some higher flows in February which can be attributed to the storms and snow melt. The plant handled the high flows fine. Surprisingly, the precipitation from February 2022 and February 2023 are almost the exact same.
- Some District staff and the District Engineer visited Mill Creek Water Reclamation facility on 3/1/23 to see their septic receiving set up.
- District Manager, District Engineer and James attended a virtual Randall Road Project meeting on 3/14/23. The District Engineer will provide a further update during his report.
- The District is part of a program where electric provider bids are done as a group. This is reviewed and rebid every 3 years. The lowest bid this year was from Dynegy. We will be switching from Constellation to Dynegy effective May 1st. As opposed to Constellation, who sends a separate bill for each lift station, Dynegy will only send one bill for all.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay, to approve the February 2023 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 final pay app was approved tonight, but we are still waiting for the final lien waivers. The check should not be released until those lien waivers are received.
2. Task Order 22-02 Sludge Storage Building Modifications – This project is proceeding. Payment application #2 was approved tonight. All of the foundation for the main part of the wall was poured yesterday. Martam has had to work with the District's sludge hauling contractor (Synagro) during this project. The project is going well. The concrete walls are being done by a subcontractor and they will start with the walls on the west side. The concrete floors are being done by Martam.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
March 16, 2023**

3. McHenry County Division of Transportation (MCDOT) Randall Road Project – Meetings have continued. The District Engineer has received all of the drawings. The next step will be to work out where the rerouted sewer will go. After that is determined, the District Engineer will have to meet with MCDOT’s structural engineers to coordinate efforts.
4. PA 102-1088 Decennial Committees on Local Government Efficiencies Act – This Act was passed last June. It requires that governmental entities who levy a tax must create a committee to study local efficiencies, report recommendations, increase accountability and to review statutes, ordinances, rules, IGA’s, jurisdictions, and shared services. This report should then be submitted to McHenry County. The Act is vague in scope and depth. The Act states that we should form a committee by June 10, 2023. Members of the committee should include the District Board President, Board members, two residents appointed by the Board President, the District Manager and any additional members appointed by the Board President. This committee must meet at least three times and prepare a report within 18 months (by December 2024). District Attorney added that she will be issuing a memo for guidance on this Act. She added that there is a lot of flexibility in the Act and it is up to the District as to how in depth we would like to go with this process.
5. District Sanitary Sewer Lining – This was discussed in Specific Agenda Item D. District Engineer will start to work on the bid specifications so that they can get going on the bidding process. They are hoping to get the first 5,000 feet lined sometime in the late summer or early fall.
6. Seawalls – District Engineer met with Captain Rod of Captain Rod’s Seawalls Unlimited today. They discussed the fact that we will need to build a seawall to prevent further erosion around the manhole that is now in the lake. They are looking at 2 different areas; one would be for a 125 foot long and 10 foot tall seawall near the manhole and the other would be for a 130 foot long seawall to protect the pipe where the ground is eroding. Captain Rod will be getting us a quote. If awarded the job, he could handle all of the permitting, design and construction.

Attorney’s Report:

None.

Unfinished Business:

None.

New Business:

None.

Adjournment:

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

The meeting was adjourned at 7:38pm.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
March 16, 2023**

Respectfully Submitted,

KT

Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2023.

President Reed

COMPENSATION RECOMMENDATION FY 23 - 24

EMPLOYEE	TITLE	EDU	YEARS OF SERVICE	WWTP CERT LEVEL	HOURLY RATE	SALARY OR ANNUAL EQUIVELANT	PROPOSED HOURLY RATE	PROPOSED SALARY OR EQUIVELANT	PROPOSED % INCREASE	ANNUAL HEALTH INSURANCE	PROPOSED TOTAL COMPENSATION
Tamara Mueller	District Manager	M.S.	24.3	1		\$ 131,016.00		\$ 136,016.00	3.8%	\$ 38,322.96	\$ 174,338.96
Mike Nelson	Asst. District Manager		17.5	1		\$ 101,088.00		\$ 106,142.40	5.0%	\$ 38,322.96	\$ 144,465.36
<i>Sub-Total Annual Management</i>						\$ 232,104.00		\$242,158.40			
Jerilyn Stalberg	Office Administrator	B.A.	17.8			\$ 66,162.10		\$ 69,470.21	5.0%	\$ 9,094.32	\$ 78,564.53
Kadie Gillie	Admin. Assistant		1.8			\$ 45,216.00		\$ 47,716.00	5.5%	\$ 18,700.08	\$ 66,416.08
Dierdre Murphy	Admin. Assistant		1.7			\$ 47,700.00		\$ 50,085.00	5.0%	\$ -	\$ 50,085.00
Karen Thompson	Treasurer/Clerk (PT)	B.S.	8.8		\$ 33.70	\$ 43,708.90	\$ 35.38	\$ 45,887.86	5.0%	\$ 38,322.96	\$ 84,210.82
<i>Sub-Total Annual Clerical</i>						\$ 202,787.00		\$213,159.07			
John Caccamo	Maintenance Supervisor		25.8	4		\$ 92,282.11		\$ 96,896.22	5.0%	\$ 38,322.96	\$ 135,219.18
Rene Rodriguez	Maintenance Technician		3.75		\$ 24.00	\$ 49,920.00	\$ 27.00	\$ 56,160.00	12.5%	\$ 24,908.64	\$ 81,068.64
	Maintenance Technician					\$ -		\$ -			\$ -
<i>Sub-Total Annual Maintenance</i>						\$ 142,202.11		\$153,056.22			
Kyle Caccamo	Wastewater Operator		1.3	1	\$ 30.58	\$ 62,400.00	\$ 32.11	\$ 66,788.80	5.0%	\$ -	\$ 66,788.80
Jennifer Olson	Laboratory Tech (PT)		20.3		\$ 23.26	\$ 36,285.60	\$ 25.00	\$ 39,000.00	7.5%	\$ 26,901.84	\$ 65,901.84
James Olvera	Utility Systems Manager	B.S.	16.8	1	\$ 33.98	\$ 70,678.40	\$ 35.68	\$ 74,214.40	5.0%	\$ 25,692.48	\$ 99,906.88
<i>Sub-Total Annual Operations</i>						\$ 169,364.00		\$180,003.20		\$258,589.20	\$1,046,966.09
<i>Total Annual Salaries</i>						\$ 746,457.11		\$788,376.89			

2023 COLA = 8.7%

ORDINANCE NO. 418

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

WHEREAS, on May 19, 2022, the President and Board of Trustees of the Lake in the Hills Sanitary District passed 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*; and

WHEREAS, since the passage of Ordinance No. 414 it has been determined that amendments are needed to the General Corporate Account and to the Sewerage Operations and Maintenance Account; and

WHEREAS, 50 ILCS 330/3 provides that a governing body “may from time to time make transfers between the various items in any funds ... not exceeding ten percent of the total amount appropriated in such fund by such ordinance ...” and the needed amendment will not exceed ten percent of the total amount appropriated in such fund.

NOW, THEREFORE, 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 General Corporate Account in Ordinance No. 414 shall be amended as follows:

Within General Fund, General Corporate Account:

Transfer \$15,000 from Contractual Services, Legal Services to Chlorination Fund

SECTION 2: The Sewerage Operations and Maintenance Account in Ordinance No. 414 shall be amended as follows:

Within Operation and Maintenance Fund, Sewerage Operations and Maintenance Account, Administrative Expenses:

Transfer \$5,000 from Training, Travel and Education to Postage.

Within Operation and Maintenance Fund, Sewerage Operations and Maintenance Account, Operations and Maintenance:

Transfer \$30,000 from Maintenance and Repair (Plant) to Sludge Management and transfer \$5,000 from Maintenance and Repair (Plant) to Professional Services.

SECTION 3: 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 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: 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:

President Jessica Reed

(SEAL)

ATTEST: _____
Clerk Karen Thompson

Passed: _____

Approved: _____

Published: _____

April 17, 2023

Lake in the Hills Sanitary District
515 Plum Street
Lake in the Hills, Illinois 60156



Re: Sludge Storage Building Modifications
Martam Construction Inc. Pay Application No. 3

Dear Lake in the Hills Sanitary District Board of Trustees:

Martam Construction Inc. has submitted the attached invoice for Pay Request #3, for the Lake in the Hills Sanitary District Sludge Storage Building Modification project. We have reviewed the work and invoice and recommend approval of the payment in the amount of **\$221,234.40**. We have received the lien waiver and certified payroll for Pay Application No. 3, and they are attached.

The recommended approved payment includes holding a total project retainage of \$62,535.50 (10%). The total completed work to date is \$625,355.00 and includes the following work items: Mobilization (100%), Demolition (100%), and Storm Sewer (50%), Excavation for footing foundation walls and backfill (100%), Concrete Foundation Walls (85%), and 8" Concrete Slab (5%).

Please call if you have any questions or comments regarding the above.

Sincerely,

Applied Technologies, Inc.

A handwritten signature in black ink, appearing to read 'Rt Doeringsfeld'.

Robert Doeringsfeld, P.E., District Engineer

Attachments

cc: Tamara Mueller, Lake in the Hills Sanitary District



ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 3

Application Period: Mar-23	Application Date: 3/9/2023
To (Owner): Tamara Mueller	From (Contractor): Martam Construction Inc.
Project: Sludge Storage Building Modifications	Via (Engineer): Applied Technologies, Inc.
Owner's Contract No.:	Contractor's Project No.:
	Engineer's Project No.: 6534

**Application For Payment
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
TOTALS		
NET CHANGE BY		
CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE.....	\$	\$992,970.00
2. Net change by Change Orders.....	\$	
3. Current Contract Price (Line 1 ± 2).....	\$	\$992,970.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	\$625,355.00
5. RETAINAGE:		
a. 10% X \$625,355.00 Work Completed.....	\$	\$62,535.50
b. X Stored Material.....	\$	
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$62,535.50
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$562,819.50
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$341,585.10
8. AMOUNT DUE THIS APPLICATION.....	\$	\$221,234.40
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$	\$430,150.50

Contractor's Certification
 The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature
 By: *Edward J. Bernal* Date: 4/17/2023

Payment of: \$ \$221,234.40
 (Line 8 or other - attach explanation of the other amount)

is recommended by: *Re D. Ash* April, 17, 2023
 (Engineer) (Date)

Payment of: \$ \$221,234.40
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of March, 2023

		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	801,209.30	675,839.24	1,083,680.95		
First National Bank - Certificate Fund	Bond & Int	CLOSED	CLOSED	37,516.54		
First National Bank - Depreciation Account	Construction	2,852,591.24	2,865,385.33	2,740,847.71		
First National Bank - Surplus Funds	Construction	132,644.05	40,429.94	23,994.73		
First National Bank - Bond & Interest Fund	Bond & Int	1,012,891.13	1,078,452.52	836,953.89		
First National Bank - Sinking Funds	Bond & Int	1,386,725.03	1,403,796.57	1,244,940.58		
Algonquin Bank & Trust - Cash Mgr	O&M	1,921,051.19	1,847,946.88	1,873,882.90		
Algonquin Bank & Trust - Operating	O&M	1,043.00	317.00	1,468.00		
Credit Cards		(748.70)	(2,368.41)	(875.73)		
TOTAL BEGINNING CASH AND INVESTMENTS SEWERAGE FUNDS		8,107,406.24	7,909,799.07	7,842,409.57		
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET	
Revenues and Receipts						
Sewer Bill Income/User Charges		91,260.61	45,540.48	2,807,528.39	3,600,000.00	
Septage Income		18,071.10	27,161.10	352,935.72	350,000.00	
Wastewater Discharge Income		5,107.87	9,028.06	59,514.79	65,000.00	
Customer Refunds		-	(360.62)	(11,439.89)	-	
Connection/Tap-On Fees		-	-	62,400.00	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		-	-	37,398.56	-	
Interest Income		16,677.58	18,619.78	105,467.47	5,000.00	
TOTAL REVENUES AND RECEIPTS		131,117.16	99,988.80	3,413,805.04	4,125,500.00	
Expenditures						
PERSONNEL SERVICES						
District Personnel Salaries		48,465.90	50,168.93	583,207.01	700,000.00	
ADMINISTRATIVE EXPENSES						
Telephone		218.57	216.57	2,279.39	3,000.00	
Postage		768.18	5,032.99	22,370.58	20,000.00	
Printing and Publications		-	-	-	2,000.00	
Office Supplies		18.24	-	5,151.56	7,500.00	
Billing and Collection Expenses		3,872.28	1,080.70	42,443.90	75,000.00	
Professional Services		213.96	203.35	2,672.17	5,000.00	
Training, Travel and Education		-	45.00	1,143.78	7,000.00	
Computer Hardware, Software, and Support		731.76	829.51	16,715.93	25,000.00	
Community Affairs		-	-	60.47	2,000.00	
Medical and Life Insurance		21,493.95	21,493.95	232,372.87	275,000.00	
OPERATIONS AND MAINTENANCE						
Operating Supplies		4,204.67	2,601.14	35,791.64	60,000.00	
Maintenance and Repair (Plant)		14,225.95	9,709.09	75,156.13	150,000.00	
Maintenance and Repair (Collection Systems)		1,187.36	1,599.71	77,854.32	300,000.00	
Utilities and Energy		19,035.76	18,126.63	192,102.05	400,000.00	
Grounds Upkeep		-	-	14,445.92	30,000.00	

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Gasoline/Oil	492.36	570.65	12,675.97	20,000.00
Computer and Support Services	-	-	-	2,000.00
Emergency Communications	1,232.30	899.62	10,391.57	40,000.00
Sludge Management	5,864.50	25,385.10	242,097.57	225,000.00
Professional Services	4,288.89	1,399.40	34,816.10	35,000.00
Residential Reimbursement	-	-	3,549.45	10,000.00
Compliance Requirements/Permits	-	8,000.00	28,000.00	30,000.00
GIS	-	-	-	10,000.00
	<u>50,531.79</u>	<u>68,291.34</u>	<u>726,880.72</u>	<u>1,312,000.00</u>
CAPITAL IMPROVEMENTS				
New Construction	192,444.30	155,072.30	603,748.07	1,500,000.00
Plant Equipment	-	-	246,138.19	500,000.00
Collection System	-	-	99,586.00	500,000.00
Vehicles	-	-	152,659.24	175,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	11,560.00	10,246.00	84,007.00	200,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>204,004.30</u>	<u>165,318.30</u>	<u>1,186,138.50</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	2,000.00
	<u>-</u>	<u>-</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>330,318.93</u>	<u>312,680.64</u>	<u>3,567,236.10</u>	<u>6,236,500.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(199,201.77)</u>	<u>(212,691.84)</u>	<u>(153,431.06)</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	675,839.24	572,134.47	697,702.92
First National Bank - Certificate Fund	Bond & Int	CLOSED	CLOSED	708,083.29
First National Bank - Depreciation Account	Construction	2,865,385.33	2,872,007.05	2,749,254.33
First National Bank - Surplus Funds	Construction	40,429.94	36,715.97	5,175.26
First National Bank - Bond & Interest Fund	Bond & Int	1,078,452.52	1,087,573.49	902,982.83
First National Bank - Sinking Fund	Bond & Int	1,403,796.57	1,421,245.80	1,259,762.88
Algonquin Bank & Trust - Cash Mgr.	O&M	1,847,946.88	1,713,472.99	1,230,076.74
Algonquin Bank & Trust - Operating	O&M	317.00	0.00	397.00
Credit Cards	O&M	(2,368.41)	(8,005.64)	(2,222.08)
TOTAL ENDING CASH AND INVESTMENTS		<u>7,909,799.07</u>	<u>7,695,144.13</u>	<u>7,551,213.17</u>
SEWERAGE FUNDS				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of March, 2023

	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	\$ 1,393,602.52	\$ 1,343,501.09	\$ 1,217,089.48
Credit Cards	-	-	-
TOTAL BEGINNING CASH AND INVESTMENTS	<u>1,393,602.52</u>	<u>1,343,501.09</u>	<u>1,217,089.48</u>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	-	-	354,543.59	355,000.00
Audit Fund	-	-	11,988.10	12,000.00
Chlorination Fund	-	-	17.20	10.00
Liability Insurance Fund	-	-	74,904.75	75,000.00
Social Security Fund	-	-	64,923.27	65,000.00
Revenue Recapture Fund	-	-	636.66	-
Retirement Fund	-	-	154,800.24	155,000.00
Replacement Taxes	-	450.95	5,376.07	-
Rebates, Refunds or Grants Received	-	-	2,413.00	-
Interest Income	2,298.27	2,540.67	15,098.94	1,000.00
TOTAL REVENUES AND RECEIPTS	<u>2,298.27</u>	<u>2,991.62</u>	<u>684,701.82</u>	<u>663,010.00</u>

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	15,585.80	15,889.10	178,877.84	210,000.00
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CONTRACTUAL SERVICES

Professional Engineering	5,724.00	3,754.00	31,028.00	65,000.00
Legal Services	-	1,094.96	6,096.51	25,000.00
Other Professional Services	-	-	580.00	5,000.00
	<u>5,724.00</u>	<u>4,848.96</u>	<u>37,704.51</u>	<u>95,000.00</u>

ADMINISTRATIVE EXPENSES

Printing, Publications	-	-	2,453.84	4,500.00
Office Supplies, Equipment	-	-	45.00	2,500.00
Postage	-	-	-	1,000.00
Treasurer's Bond	-	-	3,000.00	4,000.00
Community Affairs	-	-	292.50	1,000.00
Memberships and Dues	166.95	-	536.95	4,000.00
	<u>166.95</u>	<u>-</u>	<u>6,328.29</u>	<u>17,000.00</u>

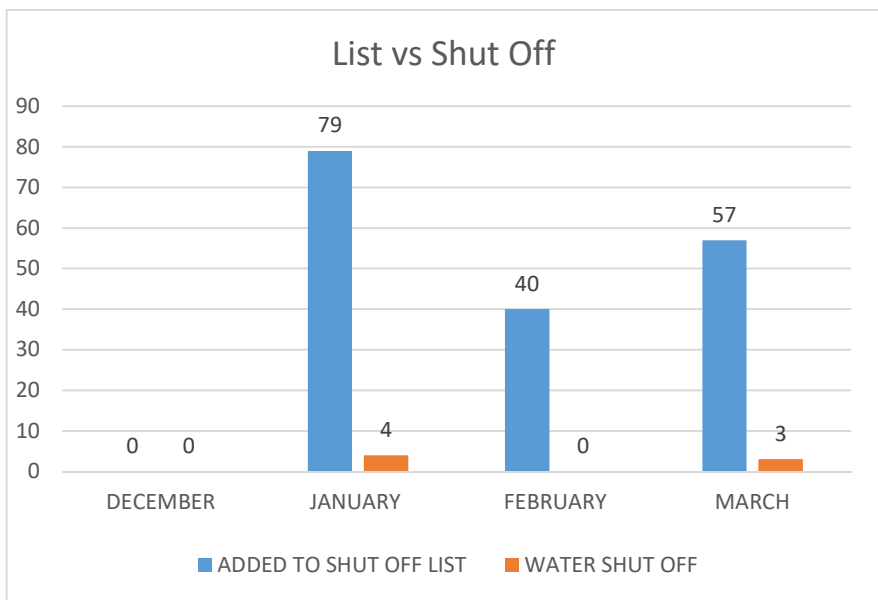
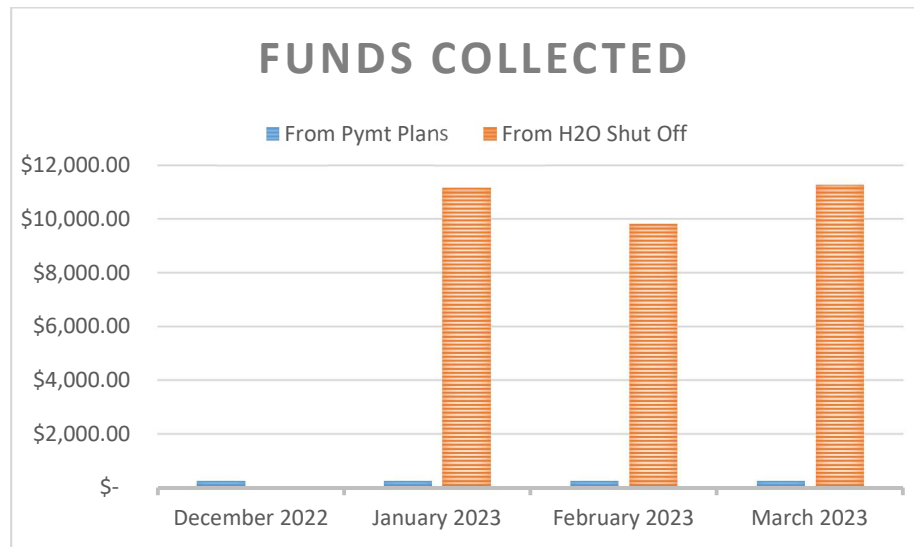
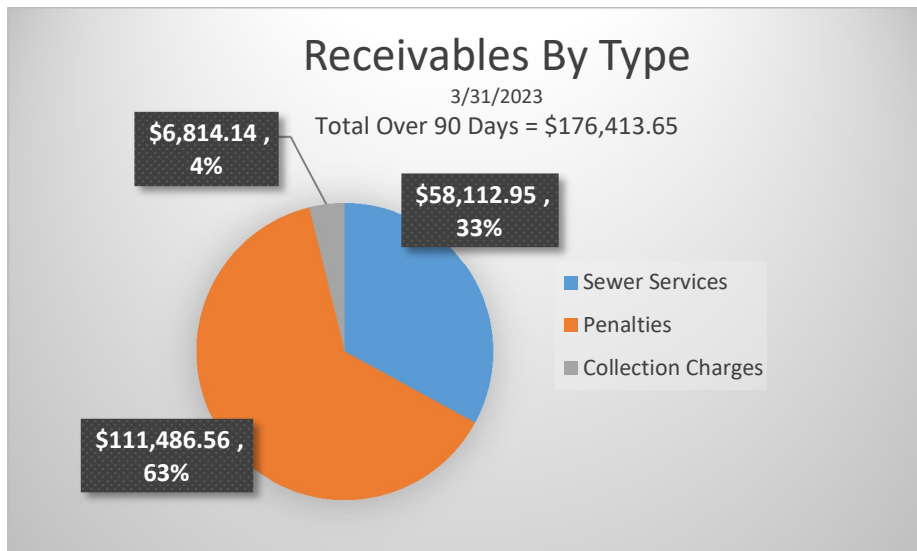
OPERATING EXPENSES

Building and Grounds Upkeep	-	-	4,353.99	15,000.00
Utilities	8,575.68	5,492.21	37,167.54	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	275.00	-	1,837.54	7,000.00
	<u>8,850.68</u>	<u>5,492.21</u>	<u>43,559.07</u>	<u>70,000.00</u>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	243.00	1,000.00
	-	-	243.00	1,000.00
TOTAL GENERAL FUND	30,327.43	26,230.27	266,712.71	393,000.00
CHLORINATION FUND	7,789.60	5,880.90	45,010.48	35,000.00
	7,789.60	5,880.90	45,010.48	35,000.00
AUDIT FUND	-	-	12,750.00	15,000.00
	-	-	12,750.00	15,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	-	4,470.00	17,391.00	30,000.00
Administrative Fee	-	134.00	522.00	1,000.00
Property	-	-	34,794.00	45,000.00
Vehicles	-	-	9,321.00	15,000.00
General Liability	-	-	50,168.00	74,000.00
	-	4,604.00	112,196.00	165,000.00
SOCIAL SECURITY FUND	4,899.91	5,053.44	58,299.47	70,000.00
IMRF FUND	9,382.76	9,683.71	111,782.25	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
TOTAL EXPENDITURES	52,399.70	51,452.32	606,750.91	833,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(50,101.43)	(48,460.70)	77,950.91	(169,990.00)
Ending Cash and Investments				
First National Bank	\$ 1,343,501.09	\$ 1,295,040.39	\$ 1,232,842.78	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,343,501.09	1,295,040.39	1,232,842.78	

Accounts Receivable Analysis

March 2023



Monthly Shut Off Summary

Lake in the Hills

- 3 Were shut off - All pd in full post shut off.

Huntley

- None.

Crystal Lake

- None.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
April 20, 2023 Meeting Date**

Name	Memo	Amount
Governmental Funds		
NONE		
TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING		\$ -
O & M Funds		
Flood Brothers Disposal & Recycling	Bldgs & Grounds - April 2023 Trash	\$ 361.92
RES Great Lakes	Pro Svs & Upgrades - Crystal Crk Stream Bnk Restoration	\$ 400.00
RES Great Lakes	Pro Svs & Upgrades - Crystal Crk Stream Bnk Restoration	\$ 400.00
RES Great Lakes	Pro Svs & Upgrades - Crystal Crk Stream Bnk Restoration	\$ 400.00
Verizon Wireless	Emergency Communications	\$ 344.62
Village of Lake in the Hills	Utilities - Water	\$ 46.94
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 1,953.48

**LITH SANITARY DISTRICT
Recurring Bills
April 20, 2023 Meeting Date**

Name	Memo	Amount
Governmental Funds		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 5,053.44
Illinois Municipal Retirement Fund	Employer Portion of IMRF-March 2023	\$ 9,683.71
TOTAL GOVERNMENTAL RECURRING BILLS		\$ 14,737.15
O & M Funds		
Blue Cross Blue Shield	Medical Insurance Premiums (for March 2023)	\$ 20,097.08
First National Bank PayMaker/Bill.com	Pro Svs - PayMaker/ Bill.com (for February 2023 payments)	\$ 75.20
Humana	Specialty Insurance Premiums (for March 2023)	\$ 1,396.87
United States Postal Service	Postage - Mailing of Quarterly Bills	\$ 4,984.99
TOTAL O & M RECURRING BILLS		\$ 26,554.14

Approved _____

President Reed

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
April 20, 2023 Meeting**

Name	Memo		
GOVERNMENTAL FUND BILLS			
Applied Technologies	Contractual Svcs - Engineering	\$	2,352.00
Grainger	Memberships & Dues -Red Pass Plus Annual	\$	129.00
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,745.60
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,744.10
Illinois Municipal Treasurer's Assn	Memberships & Dues - K Thompson	\$	100.00
Illinois Public Risk Fund	Workers Compensation - Audited Premiums Due	\$	796.00
Storino, Ramello & Durkin	Contractual Svcs - Legal	\$	131.25
Turf Care Enterprises Inc	Bldg & Grounds Upkeep - Lawn Program #1	\$	976.00
Vanguard Energy Services	Utilities - March 2023	\$	5,492.21
Village of Lake In The Hills	Op Exp - JULIE 2023	\$	1,933.06
TOTAL GOVERNMENTAL FUND BILLS			\$ 15,399.22

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
April 20, 2023 Meeting**

Name	Memo		Amount
O & M BILLS			
Applied Technologies Inc	Engineering Exp - 23-01 Sludge Storage Bldg	\$	17,472.00
Applied Technologies Inc	Engineering Exp - 23-03 MCDOT Randall Rd	\$	8,296.00
Cintas Corporation #355	Operating Supplies - Personnel, March 2023	\$	653.75
Consolidated Electrical Distributors, Inc	Maint/Repair - Plant, Bulbs	\$	350.00
Consolidated Electrical Distributors, Inc	Maint/Repair - Plant	\$	301.43
Constellation New Energy Inc	Utilities - Concord	\$	1,435.52
Constellation New Energy Inc	Utilities - Meadowbrook	\$	285.53
Constellation New Energy Inc	Utilities - Decatur	\$	2,776.51
Constellation New Energy Inc	Utilities - Pyott	\$	620.79
Constellation New Energy Inc	Utilities - Plant	\$	21,149.91
Constellation New Energy Inc	Utilities - Beach	\$	96.23
Constellation New Energy Inc	Utilities - Dam	\$	684.61
First National Bank of Omaha - Visa	Maint/Repair - Plant, Ox Ditch & VLR Motors & Transfer Pump Belt	\$	6,856.80
First National Bank of Omaha - Visa	Pro Svcs, Train, Travel & Ed, Op Supplies, Computer Exp, Telephone, M/R Plant	\$	1,148.84
GenServe LLC (fka Illini Power Products)	Pro Svcs - Generator Maintenance	\$	685.00
GenServe LLC (fka Illini Power Products)	Pro Svcs - Generator Maintenance	\$	499.00
GenServe LLC (fka Illini Power Products)	Pro Svcs - Generator Maintenance	\$	572.00
GenServe LLC (fka Illini Power Products)	Pro Svcs - Generator Maintenance	\$	708.00
GenServe LLC (fka Illini Power Products)	Pro Svcs - Generator Maintenance	\$	367.00
Grainger, Inc.	Maint/Repair - Plant	\$	207.58
Grainger, Inc.	Maint/Repair - Plant, Wash Water Pump	\$	3,904.03
Logsdon Office Supply	Office Supplies	\$	267.45
Logsdon Office Supply	Office Supplies	\$	62.64
McHenry County Recorder	Collections Exp - March 2023	\$	3.50
Menards	Maint/Repair - Collection System, Sump Pump & Parts	\$	170.55

Metropolitan Industries, Inc.	Maint/Repair - Collectino System, Impeller - Meadowbrook	\$	3,537.03
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud	\$	445.00
Mid-South Imaging LLC	Collections Expense	\$	85.00
PetroChoice LLC	Gas/Fuel	\$	713.05
PetroChoice LLC	Gas/Fuel	\$	1,596.98
Standard Equipment Company	Maint/Repair - Colccetion System	\$	1,368.00
Synagro-WWT, Inc.	Sludge Mgt - March 2023	\$	8,400.00
TAS United	Emergency Communications	\$	110.00
Technology Masters Inc	Computer Exp - Maintenance	\$	497.25
Technology Masters Inc	Computer Exp - New Sonicwall & Ibackup Overage & Cleanup	\$	133.00
TEKLAB, INC	Pro Svs - Lab	\$	295.20
TEKLAB, INC	Pro Svs - Lab	\$	148.00
TEKLAB, INC	Pro Svs - Lab	\$	148.00
Third Millennium Associates, Inc.	Collection Expenses - Rendering of QU Invoices	\$	3,059.07
Village of Lake In The Hills	Collection Expenses - Water Shut Offs 3/28/23	\$	262.50
Warehouse Direct	Pro Svs - Copies	\$	35.00
Water One, Inc.	Operating Supplies - Personnel, Drinking Water Equip Rental	\$	22.50
Ziegler's Ace Hardware	Operating Supplies - March 2023	\$	652.70

TOTAL O&M FUND BILLS

\$ 91,082.95

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$149,726.94 OF WHICH \$30,136.37 IS FROM THE GOVERNMENTAL FUNDS, \$119,590.57 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 March, 2023

Customers	CURRENT	12/MO TOTAL	Data for Mar 2022
Total accounts:	11,759		
New Customers:	1	11	1
Connections:	0	15	1
Permits Issued:	0	11	3
Permits Issued Past 13 Months:	14		
Total Permits Issued to Date:			
<i>Residential:</i>	10,120		
<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
3/2/2023	1016 Burr Street	sewage in basement floor drain	yes
3/17/2023	1115 Maple	sewage coming out of clean out	no
3/24/2023	Hilltop & Crystal Lake Rd	sewer smell coming from sewer lid	yes
3/28/2023	1115 Ash Street	toilet wouldn't flush	no
3/31/2023	12 Grant Avenue	basement back up	yes

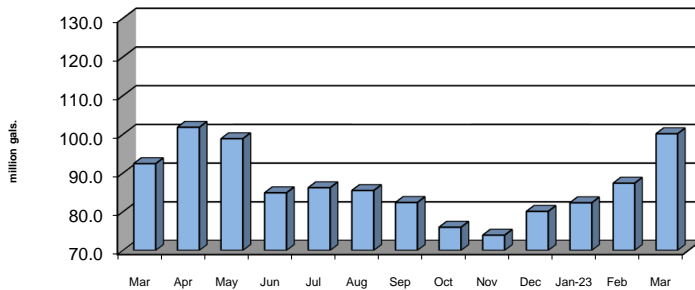
COLLECTION SYSTEM ACTIVITIES

Staff cleaned and televised 1400' of line on Randall Road.
Staff finished grease trap inspections, all in compliance.

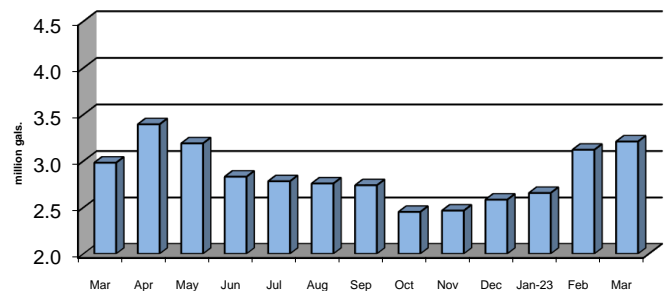
FLOWS

Total Effluent Flow for Month:	100.139	million gallons
Average Daily Flow:	3.209	mgd
Maximum Daily Flow:	3.877	mgd
Precipitation Total:	2.41	inches
Precipitation This Month Last Year:	4.32	inches
Septage Accepted:	698,981	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

March 2023

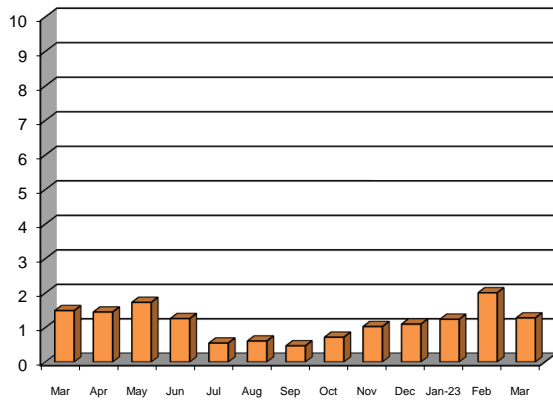
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TREATMENT PLANT OPERATIONS

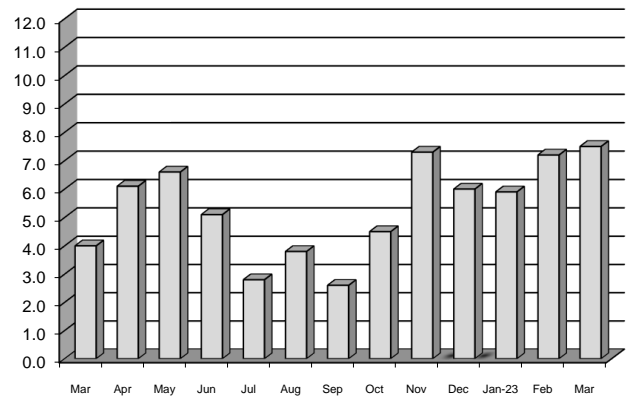
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	99 mg/L	1.3 mg/L	98.7%
Total Suspended Solids:	232 mg/L	7.5 mg/L	96.8%
Ammonia Nitrogen:	13.4 mg/L	0.0 mg/L	99.9%
Phosphorus:		0.11 mg/L	
Fecal Coliform:		46 MPN	

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:	2.013 million gallons
Decanted:	0.132 million gallons
Thickened:	2.181 million gallons
To Digester:	1.148 million gallons
Pressed:	0.862 million gallons

PERSONNEL ACTIVITIES

Tamara, James, and Bob attended a virtual Randall Road Project meeting on 3/14/23.
 Tamara attended the Fox River Summit on 3/16/23.

Respectfully submitted,

Tamara C. Mueller
 District Manager



Date: April 18, 2023 **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: April 2023 District Engineer's Report

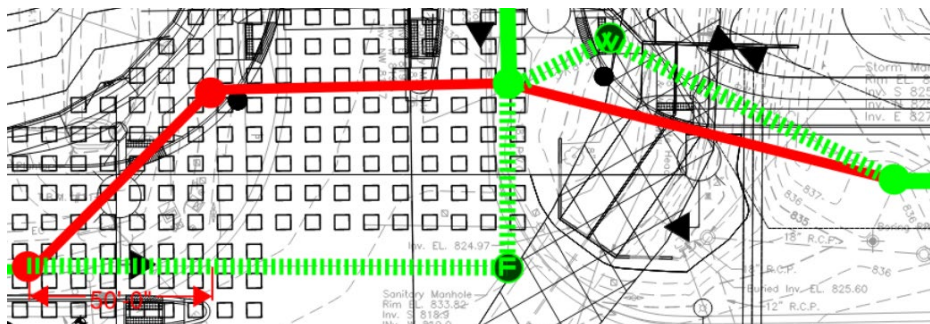
Cc: Karen Thompson – District Clerk/Treasurer

1. Task Order No. 23-01 – Sludge Storage Building Modifications – Construction Related Services

- a. The Contractor has mobilized to the site, completed demolition of the existing sludge drying beds, completed the storm sewer on the west side of the building, completed 100% of the excavation for the footing foundation walls, and 85% of the Concrete Foundations, and 5% of the 8-inch Concrete Slab.
- b. The west half (original area) of the storage area has been opened up completely for District use.
- c. Pay Application No. 3 was submitted for District Approval at this Board Meeting, \$221,234.40
- d. Construction completion is scheduled for early June 2023.
 - i. Gutter Proposal Submitted by Martam: \$48,750

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

- a. The District is working with MCDOT regarding the Miller Road/Randall Road Intersection which requires relocation of sanitary sewers.
- b. A Project Status Meeting was held April 11, 2023 (meeting update will be given at the Board Meeting).
- c. Proposed alignment:



3. Public Act 102-1088 – Committee Membership Review

- a. District is required to form a Committee by June 10, 2024. Committee Members include:
 - i. Chaired by the District President.
 - ii. District Board members.
 - iii. 2 residents within the District boundaries, appointed by the Chair of the Board.
 - iv. District Manager.
 - v. Additional members as appointed by the Chair.

4. District Sanitary Sewer Lining Program

- a. Kickoff Meeting was held on March 29th, 2023.
- b. Initial target is the 26,000 feet of VCP pipe that is connected to the Dam Lift Station.
 - i. Anticipate lining about 1 mile of pipe per year, completing the entire Dam Lift Station area in 5 years.
 - ii. District staff reviewed the area and finalized “Section 1” as the targeted area, this is the western portion of the collection system for the Dam Lift Station.

5. Septic Receiving Station

- a. District is actively getting equipment quotes to replace existing equipment with a new controls system and a new manual screen.
 - i. Controls will allow updated tracking of Hauler’s information, volume, and hours of operation.
 - ii. Manual Screen will simplify process, reduce District maintenance time, and improve overall operation of the facility.



**LITH SANITARY DISTRICT
Sludge Storage Building Modifications:
Building Gutter System**

2/7/2023

Mr. Bob Doeringsfeld:

Martam Construction, Inc. proposes to furnish the necessary labor, equipment, and materials to install a new Gutter System for the Sludge Storage Building for a **LUMP SUM** price of **\$48,750.00**

INCLUSIONS:

- 6” gutter with aluminum flashing fastened to 2”x4” treated lumber running the FULL LENGTH of the Sludge Storage Building, both East and West sides
- Seven (7) new 4” downspouts to be installed on the West side
- Ten (10) new 4” downspouts to be installed on the East side
- All new downspouts to be tied into above ground 6” PVC and into the new Storm Sewer System

If you have any questions or comments, please feel free to contact me at any time.

Respectfully,

Jack Ismail, PE, MBA
Project Manager
Martam Construction, Inc.
C: (630) 306-6441

Signed _____
Date Accepted _____

LITH Sanitary District
Sludge Storage Pad
Gutter Detail

