



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 AND DECENNIAL COMMITTEE MEETING
OF THE BOARD OF TRUSTEES
July 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

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$209,864.27 of which \$21,893.08 is from the Governmental Funds, \$187,971.19 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

2023/2024 Tax Levy

Hiring of Steven Woolf as Maintenance Technician

Engineer's Report

Attorney's Report

Unfinished Business



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 AND DECENNIAL COMMITTEE MEETING
OF THE BOARD OF TRUSTEES
July 20, 2023
7:00 p.m.
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New Business

Adjournment

DECENNIAL COMMITTEE MEETING

Roll Call

New Business

Public Comments and Survey

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
June 15, 2023**

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, Attorney Melissa Wolf of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson. Assistant District Manager, Mike Nelson, left the meeting during the Engineer's Report.

Approval of Minutes:

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay, to approve the minutes of the Regular Board Meeting of May 18, 2023 as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Public Comments:

None.

Consent Agenda:

- A. Approval of Contractor's Application for Payment No. 5 to Martam Construction in the amount of \$189,177.05 for the Sludge Storage Building Modification.
- B. Award of the 2023 Lake in the Hills Sanitary District Sewer Lining to National Power Rodding in the amount of \$328,000.00.
- C. Approval of Task Order 23-05 to Applied Technologies in the amount of \$25,024.00 for the 2023 Sanitary Sewer Lining Construction Engineering and Inspection.

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

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the May 2023 Treasurer's reports. She provided some detail to the Board about the updates she made to the May reports. These updates were made because May 1st starts the District's new fiscal year. She also highlighted a few items on the reports and provided some additional detail.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the May 2023 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
June 15, 2023**

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 \$201,570.31 of which \$17,657.25 is from the Governmental Funds, \$145,713.06 is from the Operations and Maintenance Funds, \$38,200.00 is from the Construction Funds, and \$0.00 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 May 2023 Manager's report and verbally provided some additional detail.

She highlighted the following items:

- We received some odor complaints in May and June. There were some digester issues that contributed to the odor. That issue has been resolved. District Manager believes that some of the odor complaints from the area of Cunat Court are related to something in the industrial park and not the District. We also had a resident say they saw raw sewage in the creek. District staff thoroughly investigated and did not find any issues along the creek.
- The facility received 818,914 gallons of septic in May. There are a couple of facilities that are currently not accepting septic haulers right now, so that could be the reason for the large numbers.
- There were no emergency calls in May.
- Precipitation in May was very low at .53 inches.
- The seawall project is underway. Shoreline Armor is currently working on the permitting.
- The District's sludge permit application and \$2,500 check went out in the mail today.
- The new sludge bed is being used. Our sludge hauler, Synagro, complimented us on the project.

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski, to approve the May 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. Task Order 23-01 Sludge Storage Building Modifications – The only part of the project that has not yet been completed is the gutters. This is because of a delay in receipt of materials. This part of the project has been pushed back to the first part of July. Pay application #5 was approved tonight. This application included reducing the retention held from 10% to 5%.
2. McHenry County Division of Transportation (MCDOT) Randall Road Project – District Engineer and District Manager met with MCDOT again. They have come to an agreement on the sewer reroute. MCDOT again agreed that items in the easement will be their responsibility. This includes the area north of Miller Road.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
June 15, 2023**

Randall Road is being raised, therefore, all manholes will also need to be raised accordingly. We have not yet received the IGA to review.

3. District Sanitary Sewer Lining – The recommendation to award the project to National Power Rodding Corp was approved on tonight’s Consent Agenda. There were 5 bids received, with National Power Rodding Corp. coming in with the low bid of \$328,000.00. ATI’s construction, engineering and inspection task order (23-05) was also approved on tonight’s Consent Agenda. This task order is for them to handle the construction administration and construction observation services for the sewer lining project. Once we get the contracts from National Power Rodding, they will be signed. Trustee Ruzanski had a question about the vetting and selection process for contractors we hire. District Engineer provided an explanation.
4. Septic Receiving Station – The controls equipment was reviewed and approved.

Attorney’s Report:

Attorney Wolf stated that she has been working with other entities that are required to comply with the Decennial Committee Act. As a result, she has come across a draft outline of a report. This draft report could be formatted for our District. She said that she would share this draft outline with everyone.

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 7:30pm.

Respectfully submitted,

KT

Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2023.

President Reed

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of June, 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	998,491.34	835,083.30	998,491.34	
First National Bank - Depreciation Account	Construction	2,878,369.45	2,892,445.12	2,878,369.45	
First National Bank - Surplus Funds	Construction	15,634.43	23,671.12	15,634.43	
First National Bank - Bond & Interest Fund	Bond & Int	1,042,580.25	1,109,549.25	1,042,580.25	
First National Bank - Sinking Funds	Bond & Int	1,318,650.46	1,334,882.74	1,318,650.46	
Algonquin Bank & Trust - Cash Mgr	O&M	1,722,498.80	1,608,193.26	1,722,498.80	
Algonquin Bank & Trust - Operating	O&M	603.00	0.00	603.00	
Credit Cards		(1,278.68)	(1,570.16)	(1,278.68)	
TOTAL BEGINNING CASH AND INVESTMENTS		7,975,549.05	7,802,254.63	7,975,549.05	
SEWERAGE FUNDS					
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts					
Sewer Bill Income/User Charges		106,114.05	41,334.08	147,448.13	3,600,000.00
Septage Income		42,036.18	51,801.84	93,838.02	350,000.00
Wastewater Discharge Income		5,093.37	5,650.00	10,743.37	65,000.00
Customer Refunds		(434.93)	(46.68)	(481.61)	-
Connection/Tap-On Fees		-	-	-	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		-	-	-	-
Interest Income		20,587.17	18,736.84	39,324.01	75,000.00
TOTAL REVENUES AND RECEIPTS		173,395.84	117,476.08	290,871.92	4,195,500.00
Expenditures					
PERSONNEL SERVICES					
District Personnel Salaries		52,725.50	55,330.09	108,055.59	730,000.00
ADMINISTRATIVE EXPENSES					
Telephone		216.46	161.11	377.57	3,000.00
Postage		936.06	4,951.75	5,887.81	27,500.00
Printing and Publications		-	567.58	567.58	2,000.00
Office Supplies		122.63	549.90	672.53	7,500.00
Billing and Collection Expenses		30,244.91	2,439.62	32,684.53	75,000.00
Professional Services		205.62	203.38	409.00	5,000.00
Training, Travel and Education		108.00	-	108.00	7,000.00
Computer Hardware, Software, and Support		1,327.86	746.10	2,073.96	25,000.00
Community Affairs		-	80.00	80.00	2,000.00
Medical and Life Insurance		21,493.95	21,493.95	42,987.90	275,000.00
		54,655.49	31,193.39	85,848.88	429,000.00
OPERATIONS AND MAINTENANCE					
Operating Supplies		2,880.73	6,378.48	9,259.21	60,000.00
Maintenance and Repair (Plant)		1,973.43	7,149.38	9,122.81	150,000.00
Maintenance and Repair (Collection Systems)		2,298.85	-	2,298.85	300,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Utilities and Energy	27,964.93	28,853.80	56,818.73	400,000.00
Grounds Upkeep	1,400.00	1,400.00	2,800.00	30,000.00
Gasoline/Oil	837.18	986.48	1,823.66	20,000.00
Computer and Support Services	-	-	-	2,000.00
Emergency Communications	993.43	899.47	1,892.90	15,000.00
Sludge Management	19,919.62	27,365.22	47,284.84	275,000.00
Professional Services	1,629.11	887.20	2,516.31	45,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	2,500.00	2,500.00	30,000.00
GIS	-	-	-	10,000.00
	<u>59,897.28</u>	<u>76,420.03</u>	<u>136,317.31</u>	<u>1,347,000.00</u>
CAPITAL IMPROVEMENTS				
New Construction	142,089.30	189,177.05	331,266.35	1,500,000.00
Plant Equipment	26,127.00	14,766.72	40,893.72	500,000.00
Collection System	-	38,200.00	38,200.00	600,000.00
Vehicles	-	-	-	75,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	18,062.00	22,740.00	40,802.00	200,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>186,278.30</u>	<u>264,883.77</u>	<u>451,162.07</u>	<u>2,881,000.00</u>
BOND TRANSFERS				
Series 2014 Bond, Principal	-	-	-	125,000.00
Series 2014 Bond, Interest	-	-	-	95,000.00
Administration Fees - 2014 Series Bond	-	-	-	2,000.00
	<u>-</u>	<u>-</u>	<u>-</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>353,556.57</u>	<u>427,827.28</u>	<u>781,383.85</u>	<u>5,612,000.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(180,160.73)</u>	<u>(310,351.20)</u>	<u>(490,511.93)</u>	<u>(1,416,500.00)</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	835,083.30	701,300.08	835,083.30
First National Bank - Depreciation Account	Construction	2,892,445.12	2,899,800.29	2,892,445.12
First National Bank - Surplus Funds	Construction	23,671.12	26,462.42	23,671.12
First National Bank - Bond & Interest Fund	Bond & Int	1,109,549.25	1,119,544.91	1,109,549.25
First National Bank - Sinking Fund	Bond & Int	1,334,882.74	1,351,087.34	1,334,882.74
Algonquin Bank & Trust - Cash Mgr.	O&M	1,608,193.26	1,390,859.40	1,608,193.26
Algonquin Bank & Trust - Operating	O&M	0.00	0.00	0.00
Credit Cards	O&M	(1,570.16)	(693.52)	(1,570.16)
TOTAL ENDING CASH AND INVESTMENTS		<u>7,802,254.63</u>	<u>7,488,360.92</u>	<u>7,802,254.63</u>
SEWERAGE FUNDS				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of June, 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	\$ 1,224,840.52	\$ 1,217,106.10	\$ 1,224,840.52
Credit Cards	(676.43)	-	(676.43)
TOTAL BEGINNING CASH AND INVESTMENTS	<u>1,224,164.09</u>	<u>1,217,106.10</u>	<u>1,224,164.09</u>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	17,441.06	171,406.55	188,847.61	370,000.00
Audit Fund	565.98	5,562.37	6,128.35	12,000.00
Chlorination Fund	330.18	3,244.90	3,575.08	7,000.00
Liability Insurance Fund	3,535.29	34,743.98	38,279.27	75,000.00
Social Security Fund	3,064.07	30,112.87	33,176.94	65,000.00
Revenue Recapture Fund	41.88	411.52	453.40	-
Retirement Fund	7,306.41	71,805.75	79,112.16	155,000.00
Replacement Taxes	1,162.39	-	1,162.39	-
Rebates, Refunds or Grants Received	-	-	-	-
Interest Income	2,507.36	2,831.63	5,338.99	1,000.00
TOTAL REVENUES AND RECEIPTS	<u>35,954.62</u>	<u>320,119.57</u>	<u>356,074.19</u>	<u>685,000.00</u>

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	16,779.53	16,160.38	32,939.91	220,000.00
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CONTRACTUAL SERVICES

Professional Engineering	4,008.00	2,550.00	6,558.00	65,000.00
Legal Services	817.16	-	817.16	25,000.00
Other Professional Services	-	-	-	5,000.00
	<u>4,825.16</u>	<u>2,550.00</u>	<u>7,375.16</u>	<u>95,000.00</u>

ADMINISTRATIVE EXPENSES

Printing, Publications	285.86	-	285.86	4,500.00
Office Supplies, Equipment	-	-	-	2,500.00
Postage	-	-	-	1,000.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	-	-	-	4,000.00
	<u>285.86</u>	<u>-</u>	<u>285.86</u>	<u>17,000.00</u>

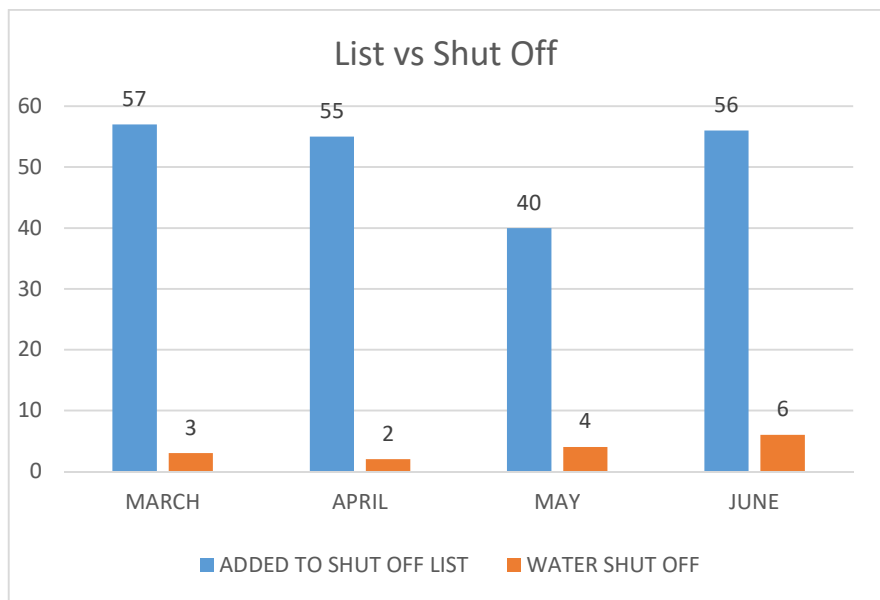
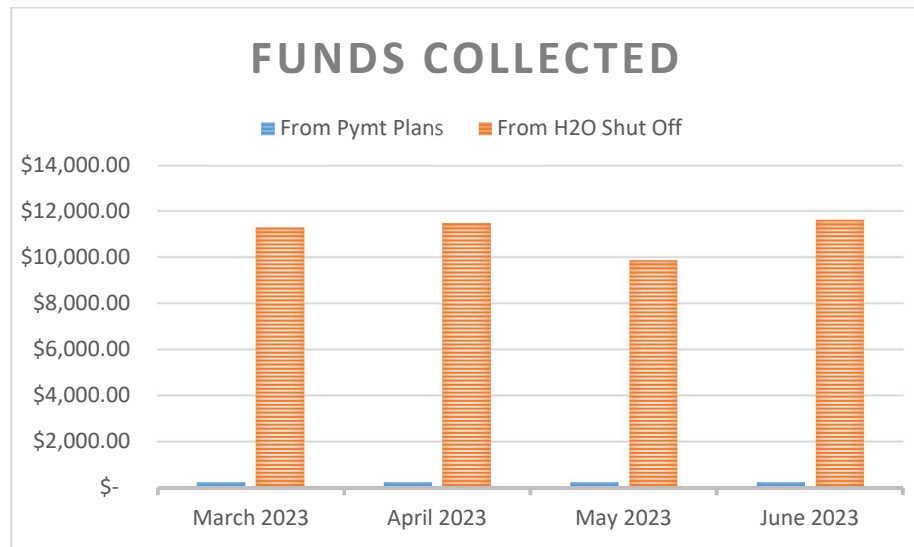
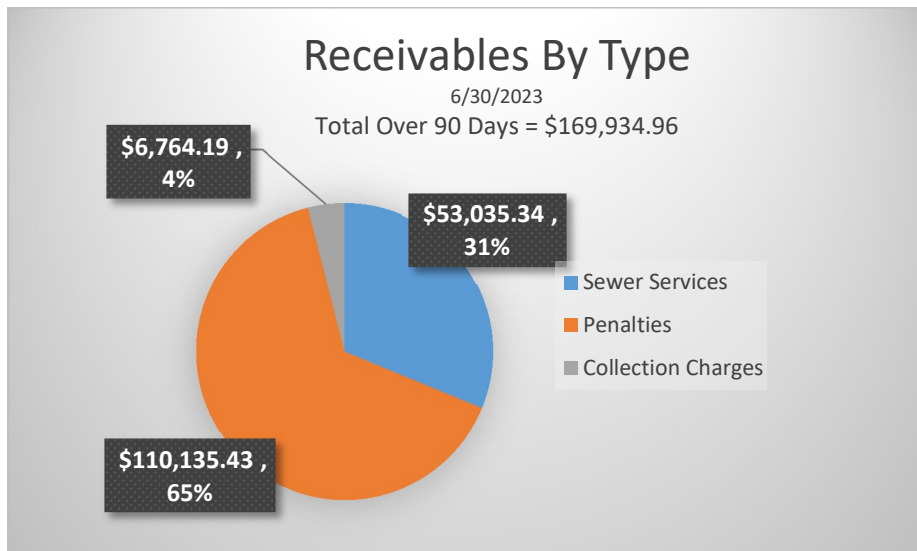
OPERATING EXPENSES

Building and Grounds Upkeep	-	976.00	976.00	15,000.00
Utilities	5,492.21	440.00	5,932.21	55,000.00
J.U.L.I.E.	-	-	-	3,000.00
Training and Education	-	-	-	3,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	-	-	-	7,000.00
	<u>5,492.21</u>	<u>1,416.00</u>	<u>6,908.21</u>	<u>85,000.00</u>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	-	1,000.00
	-	-	-	1,000.00
TOTAL GENERAL FUND	27,382.76	20,126.38	47,509.14	418,000.00
CHLORINATION FUND	1,719.10	4,384.50	6,103.60	50,000.00
	1,719.10	4,384.50	6,103.60	50,000.00
AUDIT FUND	-	-	-	15,000.00
	-	-	-	15,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	4,470.00	-	4,470.00	25,000.00
Administrative Fee	134.00	-	134.00	1,000.00
Property	-	-	-	45,000.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	74,000.00
	4,604.00	-	4,604.00	160,000.00
SOCIAL SECURITY FUND	5,317.16	5,469.03	10,786.19	75,000.00
IMRF FUND	3,989.59	9,147.75	13,137.34	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	43,012.61	39,127.66	82,140.27	873,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(7,057.99)	280,991.91	273,933.92	(188,000.00)
Ending Cash and Investments				
First National Bank	\$ 1,217,106.10	\$ 1,498,098.01	\$ 1,217,106.10	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,217,106.10	1,498,098.01	1,217,106.10	

Accounts Receivable Analysis

June 2023



Monthly Shut Off Summary

Lake in the Hills

- 5 were shut off - all pd in full post shut off.

Huntley

- 1 was shut off – pd in full post shut off.

Crystal Lake

- None.

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

Name	Memo	Amount
Governmental Funds		
NONE		
TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING		\$ -
O & M Funds		
Illinois EPA	Permits & Fees - Sludge Permit	\$ 2,500.00
United States Postal Service	Postage - Postcard stamps	\$ 51.00
Verizon Wireless	Emergency Communications	\$ 344.47
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 2,895.47

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

Name	Memo	Amount
Governmental Funds		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 5,469.03
Illinois Municipal Retirement Fund	Employer Portion of IMRF-June 2023	\$ 9,147.75
TOTAL GOVERNMENTAL RECURRING BILLS		\$ 14,616.78
O & M Funds		
Blue Cross Blue Shield	Medical Insurance Premiums (for June 2023)	\$ 20,097.08
First National Bank PayMaker/Bill.com	Pro Svs - PayMaker/ Bill.com	\$ 73.75
Humana	Specialty Insurance Premiums (for June 2023)	\$ 1,396.87
Village of Lake in the Hills	Utilities - Water	\$ 91.06
TOTAL O & M RECURRING BILLS		\$ 21,658.76

Approved _____

President Reed

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

Name	Memo		
GOVERNMENTAL FUND BILLS			
Applied Technologies	Contractual Svs - Pro Engineering	\$	2,560.00
Hawkins Inc	Chlorination - Alum Sulfate	\$	897.30
Hawkins Inc	Chlorination - Alum Sulfate	\$	872.30
IL Section of American Water Works	Training & Education - Science of Sewer Jetting	\$	216.00
Second Chance Cardiac Solutions	Office Supplies & Equip - AED Pads	\$	131.90
Shaw Suburban Media	Printing & Publications - 2023-24 Budget	\$	567.58
Turf Care Enterprises	Bldg & Grounds - Liquid Aeration	\$	1,613.50
Vanguard Energy Services	Utilities - June 2023	\$	417.72
TOTAL GOVERNMENTAL FUND BILLS			\$ 7,276.30

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

Name	Memo		Amount
O & M BILLS			
Applied Technologies	Engineering - Task Order 23-04 Sewer Lining	\$	170.00
Applied Technologies	Engineering - Task Order 23-01 Sludge Storage Bldg CRS	\$	3,812.00
Applied Technologies	Engineering - Task Order 23-03 MCDOT Randall Rd	\$	3,631.00
Applied Technologies	Engineering - Task Order 23-05 Sewer Lining CEI	\$	1,240.00
Botts Welding & Trk Serv	Maint/Repair - Plant Vehicles	\$	38.16
Cintas Corporation #355	Operating Supplies - Personnel	\$	602.19
Consolidated Electrical Distributors, Inc	Maint/Repair - Plant	\$	127.17
Emerald Coast Manufacturing	Maint/Repair - Plant	\$	306.50
Englewood Electric Supply Co (Wesco)	Maint/Repair - Plant, Grit Pump Heaters	\$	304.23
First Mobile Trust Inc	Collection Exp - June 2023	\$	458.30
First National Bank of Omaha - Visa	Pro Svs Intuit Fees, Op Supplies Pers, Computer Exp, Telephone, Comm Affairs	\$	693.52
Flood Brothers Disposal & Recycling Svs	Bldgs & Grounds - July 2023 Trash & Recycling	\$	369.16
Grainger, Inc.	Maint/Repair - Plant	\$	108.75
Hadronex, Inc	Emergency Communications	\$	2,184.00
Harrell & Son's Lawn Maintenance	Grounds Upkeep - June 2023 Mowing	\$	1,750.00
Hawkins, Inc	Sludge Mgt - Aqua Hawk 1124	\$	6,185.10
Illinois EPA	Permits & Fees - Annual NPDES	\$	15,000.00
Joseph D. Foreman & Company, Inc.	Maint/Repair - Plant	\$	271.75
Logsdon Office Supply	Office Supplies	\$	97.90
McHenry County Recorder	Collection Exp - June 2023	\$	7.00
McMaster - Carr Supply Company, Inc.	Maint/Repair - Plant	\$	35.77
Menards	Maint/Repair - Plant	\$	43.97
Menards	Maint/Repair - Plant	\$	22.80
Metropolitan Industries, Inc.	Plant Equip & Pro Svs & Upgrades -Replacement Pump & Labor	\$	16,843.00
Metropolitan Industries, Inc.	Plant Equipment - Main Lift Replacement Pump	\$	42,575.00
Metropolitan Industries, Inc.	Cap Imprvts Coll Sys - Impeller & Seal Shaft	\$	3,121.91
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud 6/15	\$	445.00
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud 7/15	\$	445.00

Mid-South Imaging LLC	Collection Exp	\$	85.00
Motion Industries	Maint/Repair - Plant	\$	656.80
Northern Balance & Scale Inc	Pro Svs - Clean & Calib of Scales/Balances	\$	250.00
Northern Balance & Scale Inc	Pro Svs - Test PNT Calib Therm & Weights	\$	1,113.00
PetroChoice LLC	Gas/Fuel	\$	642.55
PetroChoice LLC	Gas/Fuel	\$	361.83
PetroChoice LLC	Gas/Fuel	\$	1,397.88
Pomp's Tire Service Inc	Maint Repair - Plant Vehicles, Lab Gator	\$	556.14
RES Great Lakes LLC	Pro Svs & Upgrades - Prairie Maint	\$	3,875.00
RES Great Lakes LLC	Pro Svs & Upgrades - Crystal Creek Stream Bank Restoration	\$	400.00
RES Great Lakes LLC	Pro Svs & Upgrades - Turf to Prairie	\$	570.00
Screenco Systems LLC	Plant Equipment - Septic Receiving Station Final Bal Due	\$	22,980.00
Security Builders Supply	Pro Svs & Upgrades - Doors for Grit Bldg & Lab	\$	22,710.00
Synagro-WWT, Inc.	Sludge Management	\$	600.00
TAS United	Emergency Communications	\$	110.00
Technology Masters Inc	Computer Exp - Virus Scans	\$	66.50
Technology Masters Inc	Computer Exp - Sent Email Issue	\$	33.25
Technology Masters Inc	Computer Exp - Maint	\$	534.00
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	\$	148.00
TEKLAB, INC	Pro Svs - Lab	\$	148.00
The Sherwin Williams Co.	Operating Supplies - Paint	\$	207.19
Third Millennium Associates, Inc.	Collection Exp - Rendering of QU Bills	\$	3,042.48
United Laboratories	Operating Supplies	\$	271.80
USA BlueBook	Maint/Repair - Plant	\$	606.42
Warehouse Direct	Pro Svs - Copies	\$	14.13
Water One, Inc.	Operating Supplies - Drinking Water Equip Rental	\$	22.50
Water Services	Pro Svs - Test & Certify RPZ	\$	85.00
Wilkens-Anderson	Operating Supplies - Lab	\$	177.06
Ziegler's Ace Hardware	Operating Supplies - June 2023	\$	272.05

TOTAL O&M FUND BILLS

\$ 163,416.96

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS **\$209,864.27** OF WHICH **\$21,893.08** IS FROM THE GOVERNMENTAL FUNDS, **\$187,971.19** 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 June, 2023

Customers	CURRENT	12/MO TOTAL	Data for Jun 2022
Total accounts:	11,762		
New Customers:	0	10	1
Connections:	1	12	1
Permits Issued:	0	8	0
Permits Issued Past 13 Months:	8		
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
6/7/2023	1580 Stockton	service line blockage	no

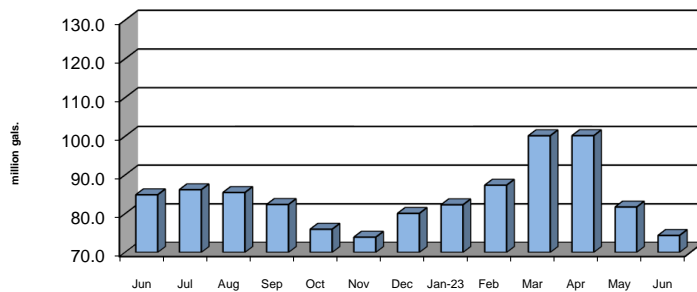
COLLECTION SYSTEM ACTIVITIES

James televised 37 manholes.
John and Rene cleaned/root cut 4,100'.

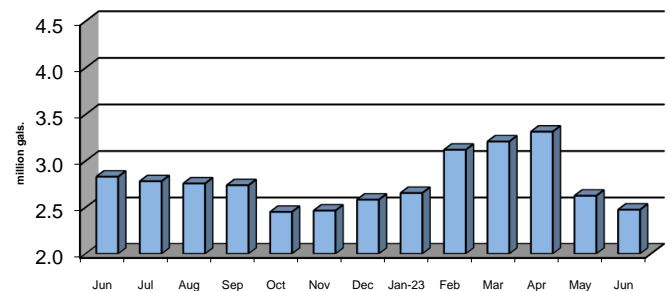
FLOWS

Total Effluent Flow for Month:	74.388	million gallons
Average Daily Flow:	2.475	mgd
Maximum Daily Flow:	2.878	mgd
Precipitation Total:	1.83	inches
Precipitation This Month Last Year:	3.03	inches
Septage Accepted:	855,439	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

June 2023

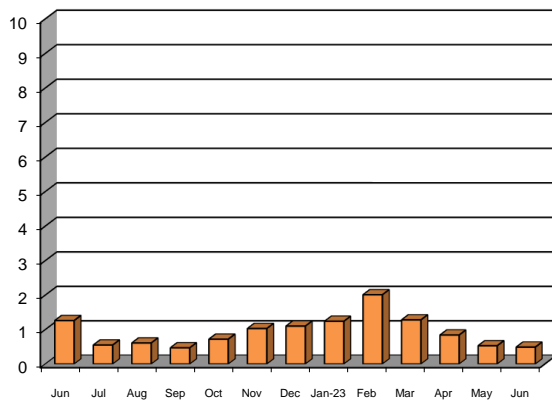
Page 2 of 2

TREATMENT PLANT OPERATIONS

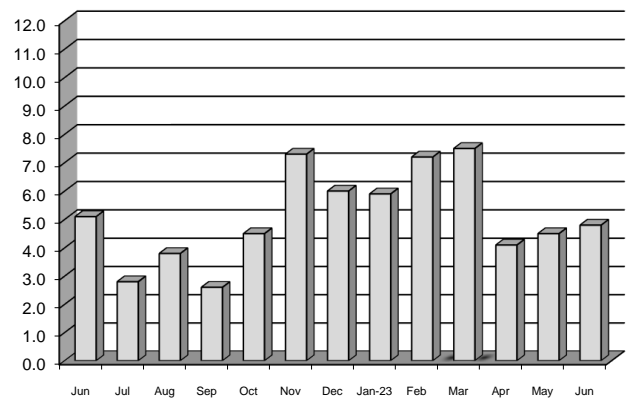
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	181 mg/L	0.5 mg/L	99.7%
Total Suspended Solids:	421 mg/L	4.8 mg/L	98.9%
Ammonia Nitrogen:	19.0 mg/L	0.04 mg/L	99.8%
Phosphorus:		0.15 mg/L	
Fecal Coliform:		79 MPN	

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:	2.121 million gallons
Decanted:	0.000 million gallons
Thickened:	2.192 million gallons
To Digester:	1.196 million gallons
Pressed:	2.108 million gallons

PERSONNEL ACTIVITIES

John, James, and Rene attended a sewer jetting course on 6/8/23.
 Tamara and Bob attended a virtual Randall Road Project meeting on 6/13/23.

Respectfully submitted,

Tamara C. Mueller
 District Manager



Date: July 18, 2023 **Project #:** 6564

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: July 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. Remaining work includes the installation of the roof gutters. There is a material delay that pushed that work to the beginning of July, but this was further delayed until July 24th.
- b. There is no Pay Application this month from the Contractor.

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

- a. The District is reviewing the final quantities, and which work items will be the District's responsibility and which items will be the DOT's responsibility.
- b. The draft IGA was received and reviewed. The District has provided comments to MCDOT.

3. Task Order No. 23-05 Sanitary Sewer Lining Construction Engineering and Inspection

- a. A Preconstruction conference with National Power Rodding Corp was held on July 13th, 2023.
- b. The District is preparing Resident Notifications for work that will start with CCTV investigation and cleaning at the end of July and sewer lining is scheduled for August.
- c. The Contractor anticipates completing the lining work in about 2 weeks.
- d. The Contractor will bring two crews and store equipment at the District facilities overnight.

4. Septic Receiving Station

- a. Mega Screen was delivered on site and the District is waiting for the Porta Logic controls that are anticipated to arrive in August.

DUE DATE: NOVEMBER 18, 2024

**LAKE IN THE HILLS SANITARY DISTRICT REPORT PROVIDED UNDER
DECENNIAL COMMITTEES ON LOCAL GOVERNMENT EFFICIENCY ACT**

I. Unit of government submitting this report:

Lake in the Hills Sanitary District

II. Information about our Sanitary District

- A. The Lake in the Hills Sanitary District is located in McHenry County.
- B. The Sanitary District has 3 trustees and 12 employees.
- C. The Sanitary District's annual budget for 2023-2024 is \$6,485,000.
- D. The mission of the Lake in the Hills Sanitary District is to protect public health, protect the natural environment, maintain public trust and assist other units of local government in achieving prosperity. The District accomplishes this by efficiently collecting wastewater and providing treatment that exceeds the IEPA permit requirements while retaining and developing qualified staff and exceeding present community needs while planning for the future.
- E. The Lake in the Hills Sanitary District formed under the Sanitary District Act of 1917 and was established by voter referendum in 1963. The Lake in the Hills Sanitary District provides wastewater treatment for the entire Village of Lake in the Hills and portions of the City of Crystal Lake and Village of Huntley. It is not a part of any other local, municipal, county, township or state government.
- F. The Lake in the Hills Sanitary District operates a 4.5 MGD (Million Gallons per Day) wastewater treatment facility located at 515 Plum Street in Lake in the Hills and maintains nearly 130 miles of sanitary sewers mains and 6 lift stations that transport wastewater to the treatment facility.
- G. The District is governed by three-member Board of Trustees who are appointed by the Chairman of the McHenry County Board with the advice and consent of the county board members. The trustees establish District policy and adopt rules and regulations governing the operation of the District.

III. Information about Decennial Committee

A. Committee Members:

Sanitary District President Jessica Reed
Sanitary District Trustee Russ Ruzanski
Sanitary District Trustee Matt Irsay
District Manager Tamara Mueller
Resident John Murphy
Resident Steve Zelten

B. Committee Meeting Dates

First (Organizational) Meeting May 18, 2023
Second Meeting: July 20, 2023
Third Meeting: _____
Additional Meetings (List All): _____

IV. Services/Programs Offered by Lake in the Hills Sanitary District

A. The Lake in the Hills Sanitary District offers the following services and programs:

wastewater collection and treatment

B. Other services/programs that Lake in the Hills Sanitary District could possibly provide:

V. Service Agreements

A. We partner with the following entities to offer the following services (list all):

Entity:

Services Provided:

- 1.
- 2.
- 3.
- 4.
- 5.

B. Our residents have benefitted from these agreements in the following ways:

C. We have considered possibly offering the following services or the following additional potential partnerships:

VI. Awards and Recognitions

The Lake in the Hills Sanitary District has received the following awards, distinctions, and recognitions: (List all).

- Michael Nelson, FVOA Operator of the Year, 2022
- IAWPCO Treatment Plant of the Year Nominee, 2018
- _____
- _____
- _____

VII. Intergovernmental Agreements

A. We partner with, or have Intergovernmental Agreements, with the following other governmental entities (List all):

Entity:	Services Offered:
1. Village of Lake in the Hills	Water Shut Off
2. Village of Huntley	Water Shut Off
3. City of Crystal Lake	Water Shut Off
4. MCDOT	pending IGA for Randall Road Project
5.	

B. Lake in the Hills Sanitary District's efficiency has increased through intergovernmental cooperation in the following way (list cost savings, avoiding duplicated services, etc.):

VIII. Review of Laws, Sanitary District Policies, Rules and Procedures, Training Materials, and other Documents for Sanitary District

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Lake in the Hills Sanitary District to evaluate our compliance and to determine if any of the foregoing should be amended.

- _____
- _____
- _____
- _____
- _____

IX. What Has Lake in the Hills Sanitary District Done Well? (List any budget/levy freezes or reductions in the past decade; list new programs or services offered over the past decade; list any ethics ordinances adopted; timely FOIA compliance; responsiveness to public; list any new intergovernmental agreements or services offered; list any increase in number of district residents served, etc.)

X. What Inefficiencies Did We Identify/What Are our Next Steps?

XI. What Can We Do Better or More Efficiently?

XII. Our committee's recommendations regarding Increased Accountability and Efficiency:

Submitted by: _____

Jessica Reed, Sanitary District President and
Chairperson, 2023 Decennial Committee of the Lake in the Hills Sanitary District

Date: _____