



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
June 15, 2023
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Roll Call

Approval of Minutes

Public Comments

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 for the 2023 Sanitary Sewer Lining Construction Engineering and Inspection.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval 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.

Manager's Report

Odor Complaints

Seawall Project in Permit Stage



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
June 15, 2023
7:00 p.m.
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Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Public Hearing, Regular Meeting & Decennial Committee Meeting Minutes
May 18, 2023**

Public Hearing – Budget and Appropriations for Fiscal Year May 1, 2023 through April 30, 2024

Roll Call:

The public hearing was called to order by President 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 present 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.

Pledge of Allegiance:

Public Comments:

None.

The Budget and Appropriations for Fiscal Year May 1, 2023 through April 30, 2024 was presented.

District Manager stated that she changed about a dozen line items, but overall the total budget is \$584,500 less than last year. This reduction is primarily due to the early payoff of the 2008 Bonds/Debt Certificates.

Adjourn Public Hearing:

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

The public hearing was adjourned at 7:02pm

Regular Meeting

Roll Call:

The regular meeting was called to order by President Jessica Reed at 7:02pm 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.

Appointment of Decennial Committee Members:

President Reed appointed John Murphy to the position of committee member of the Decennial Committee. She would like confirmation from the Board of such. Trustee Irsay made a motion to confirm and Trustee Ruzanski seconded. On a roll call vote President Reed and Trustees Ruzanski and Irsay voted aye to appoint John Murphy to the Decennial Committee.

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President Reed appointed Steve Zelten to the position of committee member of the Decennial Committee. She would like confirmation from the Board of such. Trustee Ruzanski made a motion to confirm and Trustee Irsay seconded. On a roll call vote President Reed and Trustees Ruzanski and Irsay voted aye to appoint Steve Zelten to the Decennial Committee.

Approval of Minutes:

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski to approve the minutes of the Regular Board Meeting of April 20, 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 Ordinance No. 419, An Ordinance for the Combined Budget and Appropriations for Fiscal Year May 1, 2023 through April 30, 2024.
- B. Approval of Change Order No. 1 in the amount of \$1,923.00 to Martam Construction for the Sludge Storage Building Modification.
- C. Approval of Contractor's Application for Payment No. 4 to Martam Construction in the amount of \$142,089.30 for the Sludge Storage Building Modification.

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 through C.

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the April 2023 Treasurer's reports. She advised the Board that all budget amendments from Ordinance No. 418, which was approved last month, have been incorporated into these April reports. She also reminded the Board that April 30th ended the District's fiscal year, therefore, these reports reflect fiscal year end numbers on a cash accounting basis.

As we have done in the past we made a lump sum payment to IMRF as proactive measure ensure that the District's future pension obligations will be met and to ensure that our rate stays as low as possible. The remaining amount in the budget for the lump sum payment this year was \$33,891.96.

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Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the April 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 and pointed out some of the new vendors we have listed on the bills reports. She further added that due to an email server being down she did not get the First Mobile Trust (aka First Billing) invoice for April until this morning, however, it was emailed by the vendor on Tuesday. We would like to pay it before the June meeting since it was not the vendor's fault that we did not get their invoice in time. The total April invoice is \$7,443.47.

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 \$208,290.51 of which \$60,199.22 is from the Governmental Funds, \$148,091.29 is from the Operations and Maintenance Funds, \$0.00 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 April 2023 Manager's report and verbally provided some additional detail.

She highlighted the following items:

- There were six residential call outs in April. One of these was the District's issue. Two of these were related to storms.
- District maintenance staff has been trying to get out in the collection system more to televise, clean and root cut.
- Based on stipulations contained in the Sanitary District Act of 1917, the seawall project does not need to be bid. From the quotes we received, we have selected Shoreline Armor to complete this project. They will also do all of the permitting. Their price is \$76,400.00. District Manager is currently reviewing the contract and has some things to discuss with the District Engineer. The contractor anticipates doing the two walls in July and August of this year. Each wall will take about a week to complete. District Manager also reached out to the resident who attended last month's meeting to provide him with these details.
- District Staff participated in a 'treasure hunt' with ComEd yesterday. It went well. We have also been trying to see if we can optimize our digesters. Assistant District Manager added that we have another company coming out next week to provide additional assistance on this as well.
- We are waiting on the fence company to provide us with a date.

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

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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 project is going well. The contractor has completed the new wall and trench drain. They were hoping to pour the concrete tomorrow, but have decided to postpone it until next week due to rain in the forecast. Pay Application #4 for \$142,089.30 was approved tonight. The entire project is about 80% complete. Change Order #1 was approved tonight. This change order included the gutter proposal and also a small modification for the trench drain piping. The total contract price increased by \$1,923.00 with this change order.
2. McHenry County Division of Transportation (MCDOT) Randall Road Project – District Engineer and some District staff attended a public information meeting. He further added that the District Manager has diligently worked to keep costs to the District as low as possible with this project. As a result, we are only rerouting less than 200' of sewer. MCDOT stated that the pipe and items in the existing easement north of Miller Road will be paid for by the MCDOT. Items not in the easement would be the responsibility of the District. We have not yet received the IGA.
3. PA 102-1088 Decennial Committees on Local Government Efficiencies Act – The committee was appointed at tonight's meeting. We have 18 months to complete the report and get it to the County.
4. District Sanitary Sewer Lining – This went out to bid this week. We already have two plan holders. There is about 5,700' of pipe in section one of the dam lift station area that was included in the bid. If the bids come in low enough, we may be able to complete all of it this year. If not, we will only do a portion this year and the remaining will continue next year.
5. Septic Receiving Station – The District ordered both the screen and the controls. The controls were submitted to the Engineer, but he has not yet had the opportunity to review them.

Attorney's Report:

Attorney Wolf mentioned that she is here and available to address any questions about the Decennial Committee Act.

Unfinished Business:

None.

New Business:

None.

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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.

Decennial Committee Meeting:

The Decennial Committee Meeting was called to order by President Reed at 7:31pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Jessica Reed, Trustee Russ Ruzanski, Trustee Matt Irsay and committee members John Murphy and Steve Zelten. Also present 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.

District Manager provided a summary of some of the things that the District has done in the past few years in an effort to improve efficiencies. They are as follows:

1. Three years ago the District joined ComEd's strategic energy management program. Since we started this program we have experienced close to 50% savings on our electricity. Every year that we have saved energy, ComEd has updated our model and our goal has gotten tighter as a result. After these updates to our model we continue to save energy, although as a reduced amount. Additionally, we continue to look at ways to save energy and are currently looking at ways to optimize our digesters.
2. We upgraded all of our lift stations to the cloud. Prior to the upgrade we were using AT&T and they would increase our rates every six months. The last month our bill was over \$19,000.00 for three lift stations. We now have all six lift stations on the cloud and it only costs us a little over \$50 per lift station per month.
3. We paid off our 2008 Bonds/Debt Certificates early. This saved us about \$100,000.00 in interest.
4. The upgrades we made to the SCADA and the lift stations has cut down on employee overtime. This is because staff is able to make adjustments remotely instead of having to be onsite.
5. With regard to transparency we always make sure all agendas, packets and documents are posted in accordance with the OMA and are on the website.

Assistant District Manager added that we also have also improved our internal controls for purchases.

From an administrative side, the District Treasurer stated that she has been trying to go to a more paperless office thus reducing reliance on toner, file folders, paper, envelopes, checks and such. There may still be some room for additional improvement here. She further added that switching to Bill.com for our accounts payable process has significantly reduced our reliance on paper and has streamlined that process. It has also been very well received by staff and the auditor.

Attorney Wolf added that the goal of these meetings is to produce a report which will be presented to the County regarding the efficiencies of the District. Initially, this committee is supposed to study the ordinances, statutes and rules & regulations of the District or designate this study to a third party. After

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Board of Trustees Public Hearing, Regular Meeting & Decennial Committee Meeting Minutes
May 18, 2023**

the study is complete, the committee can discuss additional opportunities for efficiencies and transparencies. She reminded everyone that this meeting is just a commencement of the committee. She further added that today we may want to discuss a plan for the next meeting and who to designate tasks to.

She further stated that it would be good for everyone to understand the purpose of the District and to identify what we are doing to implement the statutory duties. It is also an opportunity to critique and analyze where we could be more efficient and to outline the efficiencies we have previously put in place.

Additional discussion took place amongst all committee members about how this should be approached and what they would like to review.

The plan is to gather information and review it before the next committee meeting which will be held after the July Board meeting is adjourned. Trustee Irsay will create an outline and District Manager will provide everyone with the District's current rules, regulations, IGA's and such.

Adjournment:

There being no further business for the committee to discuss, Trustee Irsay made a motion to adjourn the meeting. President Reed seconded. The motion passed after a verbal vote. All committee members who were present voted aye.

The committee meeting was adjourned at 8:27pm.

Respectfully submitted,

KT

Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2023.

President Reed

June 9, 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. 5

Dear Lake in the Hills Sanitary District Board of Trustees:

Martam Construction Inc. has submitted the attached invoice for Pay Request #5, 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 **\$189,177.05**. We have received the lien waiver and certified payroll for Pay Application No. 5, and they are attached.

The recommended approved payment includes holding a total project retainage of \$47,057.15 (5%). At this time in the project the retainage has been reduced from 10% to 5%. The total completed work to date is \$941,143.00 and includes the following work items: Mobilization (100%), Demolition (100%), and Storm Sewer (100%), Excavation for footing foundation walls and backfill (100%), Concrete Foundation Walls (100%), Trench Drain (100%), 8" Concrete Slab (100%), Asphalt Pavement (100%), and the Trench Drain Pipe Re-Routing approved in Change Order No. 1.

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

Sincerely,

Applied Technologies, Inc.



Robert Doeringsfeld, P.E., District Engineer

Attachments

cc: Tamara Mueller, Lake in the Hills Sanitary District

Contractor's Application for Payment No. 5

Application Period: May-23	Application Date: 6/9/2023
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		
	\$1,923.00		1. ORIGINAL CONTRACT PRICE..... \$ <u>\$992,970.00</u>	
			2. Net change by Change Orders..... \$ <u>\$1,923.00</u>	
			3. Current Contract Price (Line 1 ± 2)..... \$ <u>\$994,893.00</u>	
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates)..... \$ <u>\$941,143.00</u>	
			5. RETAINAGE:	
			a. 5% X <u>\$941,143.00</u> Work Completed..... \$ <u>\$47,057.15</u>	
			b. X _____ Stored Material..... \$ _____	
			c. Total Retainage (Line 5.a + Line 5.b)..... \$ <u>\$47,057.15</u>	
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ <u>\$894,085.85</u>	
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ <u>\$704,908.80</u>	
			8. AMOUNT DUE THIS APPLICATION..... \$ <u>\$189,177.05</u>	
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above)..... \$ <u>\$100,807.15</u>	
TOTALS	\$1,923.00			
NET CHANGE BY CHANGE ORDERS		\$1,923.00		

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: _____ Date: _____

Payment of: \$ \$189,177.05
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ (Engineer) _____ (Date)

Payment of: \$ \$189,177.05
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

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

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract): Sludge Storage Building Modifications				Application Number: 5				
Application Period: May-23				Application Date: 9-Jun-23				
A		B	Work Completed		E	F		G
			C	D		Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	
Specification Section No.	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period				
1	Mobilization	\$45,530.00	\$45,530.00			\$45,530.00	100.0%	
2	Demolition	\$147,480.00	\$147,480.00			\$147,480.00	100.0%	
3	Storm Sewer	\$71,130.00	\$64,017.00	\$7,113.00		\$71,130.00	100.0%	
4	Excavation for footing foundation walls & backfill	\$73,080.00	\$73,080.00			\$73,080.00	100.0%	
5	Concrete Foundation Walls	\$370,000.00	\$370,000.00			\$370,000.00	100.0%	
6	8" Concrete Slab	\$183,750.00	\$55,137.50	\$128,612.50		\$183,750.00	100.0%	
7	Trench Drain	\$28,000.00	\$28,000.00			\$28,000.00	100.0%	
8	Asphalt Pavement	\$19,000.00		\$19,000.00		\$19,000.00	100.0%	
9	Misc Restoration	\$5,000.00						\$5,000.00
10	Allowances - Gutters/ Trench Drain Pipe Re-Routing	\$50,000.00				\$3,173.00	6.3%	\$46,827.00
Change Order No. 1		\$1,923.00		\$1,923.00				\$1,923.00
Totals		\$994,893.00	\$783,244.50	\$156,648.50		\$941,143.00		\$53,750.00



June 8, 2023

Tamara Mueller, District Manager
Lake in the Hills Sanitary District
515 Plum Street
Lake in the Hills, IL 60156

Re: 2023 Lake in the Hills Sanitary District Sewer Lining
Evaluation of Bids and Recommendation to Award

Dear Tamara and Board of Trustees:

We have completed our review of bids for the 2023 Sewer Lining Project, opened at 11:00 a.m. on June 6, 2022. Five bids were received for the project and a summary of the bids are provided below:

Bidding Contractor	Total Base Bid Amount, Including Allowances
National Power Rodding Corp. 2500 W Arthington St., Chicago, IL 60612	\$328,000.00
Visu-Sewer of Illinois, LLC W230 N4855 Betker Drive Pewaukee, WI 53072	\$356,125.00
Hoerr Construction, Inc. 1416 County Road 200 N, Goodfield, IL 61742	\$423,800.00
Benchmark Construction Co., Inc. 2260 Southwind Blvd., Bartlett IL 60103	\$448,050.00
Insituform Technologies USA, LLC 580 Goddard Avenue, Chesterfield, MO 63005	\$450,290.00

We have reviewed these bids and based on our review make the following comments and recommendations for the District's consideration:

1. The low bid for the project was submitted by National Power Rodding Corp. in the amount of \$328,000; this value is lower than the Engineer's estimate of \$347,300.
2. The five bids received ranged from \$328,000 to \$450,290.
3. The Lake in the Hills Sanitary District does not have previous experience with National



Power Rodding Corp., and therefore was asked to submit bidder qualifications per the Contract Documents, which were received on June 8th, 2023. After reviewing the qualifications submitted from the bidder, it has been determined that their available equipment, project experience, and labor expertise indicate that National Power Rodding Corp can complete the required work within this contract.

4. Applied Technologies Inc. finds National Power Rodding Corp. to be the lowest, responsive, responsible bidder. We recommend that the Lake in the Hills Sanitary District award the 2023 Sewer Lining contract to National Power Rodding Corp. in the amount of \$328,000.00.

Following the District's Award of the contract, we will send a Notice of Award to the contractor along with copies of the Contract Documents for signature. These will be returned to the District for execution, after which the Notice to Proceed will be issued and a preconstruction conference scheduled.

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
dky

Lake in the Hills Sanitary District TASK ORDER No. 23-05

Date: June 12, 2023 **Project No.:** TBD **LITHSD District Manager:** Tamara Mueller

Project Name: 2023 Sanitary Sewer Lining Construction Engineering and Inspection

ATI Point(s) of Contact: Bob Doeringsfeld

Project Description: Provide construction engineering, contract administration, and inspection for the 2023 Sanitary Sewer Lining project for the Dam Lift Station area. The Construction Project was recommended for award in the amount of \$328,000.00 with construction activities scheduled through October 2023.

Scope of Services/Schedule: Engineering Services within Task Order No. 23-05 includes contract administration, site visits and construction observation, submittal review, request for information responses, and review of applications for payment. The scope of services shall include the following tasks:

1. Construction Contract Administration and Progress Meetings
2. Design Clarifications and Field Orders
3. Change Order Processing
4. Submittal Reviews
5. Request for Information Responses
6. Applications for Payment
7. Record Drawings
8. Resident Engineer – Contract Administration & Site Visits
9. Resident Project Representative

Compensation: The Total Compensation for this Task Order is \$25,888 and is broken down into the following sub tasks:

Resident Engineer – Contract Administration (64 hrs)	\$8,032
Resident Project Representative – Construction Observation (144 hrs)	\$16,992
Total	\$25,024

PROJECT APPROVAL

Applied Technologies, Inc.



Signature: _____
Printed Name: Robert Doeringsfeld
Title: District Engineer
Date: June 12, 2023

Accepted by Lake in the Hills Sanitary District

Signature: _____
Printed Name: _____
Title: _____
Date: _____

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of May, 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	572,134.47	998,491.34	998,491.34	
First National Bank - Depreciation Account	Construction	2,872,007.05	2,878,369.45	2,878,369.45	
First National Bank - Surplus Funds	Construction	36,715.97	15,634.43	15,634.43	
First National Bank - Bond & Interest Fund	Bond & Int	1,087,573.49	1,042,580.25	1,042,580.25	
First National Bank - Sinking Funds	Bond & Int	1,421,245.80	1,318,650.46	1,318,650.46	
Algonquin Bank & Trust - Cash Mgr	O&M	1,713,472.99	1,722,498.80	1,722,498.80	
Algonquin Bank & Trust - Operating	O&M	0.00	603.00	603.00	
Credit Cards		(8,005.64)	(1,278.68)	(1,278.68)	
TOTAL BEGINNING CASH AND INVESTMENTS		7,695,144.13	7,975,549.05	7,975,549.05	
SEWERAGE FUNDS					
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts					
Sewer Bill Income/User Charges		773,914.02	106,114.05	106,114.05	3,600,000.00
Septage Income		39,501.86	42,036.18	42,036.18	350,000.00
Wastewater Discharge Income		-	5,093.37	5,093.37	65,000.00
Customer Refunds		(100.00)	(434.93)	(434.93)	-
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		18,281.84	20,587.17	20,587.17	75,000.00
TOTAL REVENUES AND RECEIPTS		831,597.72	173,395.84	173,395.84	4,195,500.00
Expenditures					
PERSONNEL SERVICES					
District Personnel Salaries		48,271.89	52,725.50	52,725.50	730,000.00
ADMINISTRATIVE EXPENSES					
Telephone		216.58	216.46	216.46	3,000.00
Postage		-	936.06	936.06	27,500.00
Printing and Publications		-	-	-	2,000.00
Office Supplies		330.09	122.63	122.63	7,500.00
Billing and Collection Expenses		4,287.73	30,244.91	30,244.91	75,000.00
Professional Services		208.51	205.62	205.62	5,000.00
Training, Travel and Education		286.00	108.00	108.00	7,000.00
Computer Hardware, Software, and Support		892.73	1,327.86	1,327.86	25,000.00
Community Affairs		-	-	-	2,000.00
Medical and Life Insurance		21,493.95	21,493.95	21,493.95	275,000.00
		27,715.59	54,655.49	54,655.49	429,000.00
OPERATIONS AND MAINTENANCE					
Operating Supplies		1,617.73	2,880.73	2,880.73	60,000.00
Maintenance and Repair (Plant)		5,220.33	1,973.43	1,973.43	150,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Maintenance and Repair (Collection Systems)	5,075.58	2,298.85	2,298.85	300,000.00
Utilities and Energy	27,049.10	27,964.93	27,964.93	400,000.00
Grounds Upkeep	-	1,400.00	1,400.00	30,000.00
Gasoline/Oil	2,310.03	837.18	837.18	20,000.00
Computer and Support Services	-	-	-	2,000.00
Emergency Communications	899.62	993.43	993.43	15,000.00
Sludge Management	8,400.00	19,919.62	19,919.62	275,000.00
Professional Services	3,570.20	1,629.11	1,629.11	45,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	-	-	30,000.00
GIS	-	-	-	10,000.00
	<u>54,142.59</u>	<u>59,897.28</u>	<u>59,897.28</u>	<u>1,347,000.00</u>
CAPITAL IMPROVEMENTS				
New Construction	221,234.40	142,089.30	142,089.30	1,500,000.00
Plant Equipment	-	26,127.00	26,127.00	500,000.00
Collection System	-	-	-	600,000.00
Vehicles	-	-	-	75,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	25,768.00	18,062.00	18,062.00	200,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>247,002.40</u>	<u>186,278.30</u>	<u>186,278.30</u>	<u>2,881,000.00</u>
Series 2014 Bond, Principal	120,000.00	-	-	125,000.00
Series 2014 Bond, Interest	49,893.75	-	-	95,000.00
Administration Fees - 2014 Series Bond	400.00	-	-	2,000.00
	<u>170,293.75</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>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>547,426.22</u>	<u>353,556.57</u>	<u>353,556.57</u>	<u>5,612,000.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>284,171.50</u>	<u>(180,160.73)</u>	<u>(180,160.73)</u>	<u>(1,416,500.00)</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>BANK BALS AT END OF THE PRIOR MONTH</u>	<u>BANK BALS AT END OF THE CURRENT MONTH</u>	<u>BANK BALS AT THE END OF MAY</u>	
Ending Cash and Investments				
First National Bank - O & M Account	O&M	998,491.34	835,083.30	835,083.30
First National Bank - Depreciation Account	Construction	2,878,369.45	2,892,445.12	2,892,445.12
First National Bank - Surplus Funds	Construction	15,634.43	23,671.12	23,671.12
First National Bank - Bond & Interest Fund	Bond & Int	1,042,580.25	1,109,549.25	1,109,549.25
First National Bank - Sinking Fund	Bond & Int	1,318,650.46	1,334,882.74	1,334,882.74
Algonquin Bank & Trust - Cash Mgr.	O&M	1,722,498.80	1,608,193.26	1,608,193.26
Algonquin Bank & Trust - Operating	O&M	603.00	0.00	0.00
Credit Cards	O&M	(1,278.68)	(1,570.16)	(1,570.16)
		<u>7,975,549.05</u>	<u>7,802,254.63</u>	<u>7,802,254.63</u>
TOTAL ENDING CASH AND INVESTMENTS		<u>7,975,549.05</u>	<u>7,802,254.63</u>	<u>7,802,254.63</u>
SEWERAGE FUNDS				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of May, 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	\$ 1,295,040.39	\$ 1,224,840.52	\$ 1,224,840.52
Credit Cards	-	(676.43)	(676.43)
TOTAL BEGINNING CASH AND INVESTMENTS	1,295,040.39	1,224,164.09	1,224,164.09

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	-	17,441.06	17,441.06	370,000.00
Audit Fund	-	565.98	565.98	12,000.00
Chlorination Fund	-	330.18	330.18	7,000.00
Liability Insurance Fund	-	3,535.29	3,535.29	75,000.00
Social Security Fund	-	3,064.07	3,064.07	65,000.00
Revenue Recapture Fund	-	41.88	41.88	-
Retirement Fund	-	7,306.41	7,306.41	155,000.00
Replacement Taxes	716.43	1,162.39	1,162.39	-
Rebates, Refunds or Grants Received	-	-	-	-
Interest Income	2,479.83	2,507.36	2,507.36	1,000.00
TOTAL REVENUES AND RECEIPTS	3,196.26	35,954.62	35,954.62	685,000.00

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	15,400.45	16,779.53	16,779.53	220,000.00
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CONTRACTUAL SERVICES

Professional Engineering	2,352.00	4,008.00	4,008.00	65,000.00
Legal Services	131.25	817.16	817.16	25,000.00
Other Professional Services	-	-	-	5,000.00
	2,483.25	4,825.16	4,825.16	95,000.00

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	229.00	-	-	4,000.00
	229.00	285.86	285.86	17,000.00

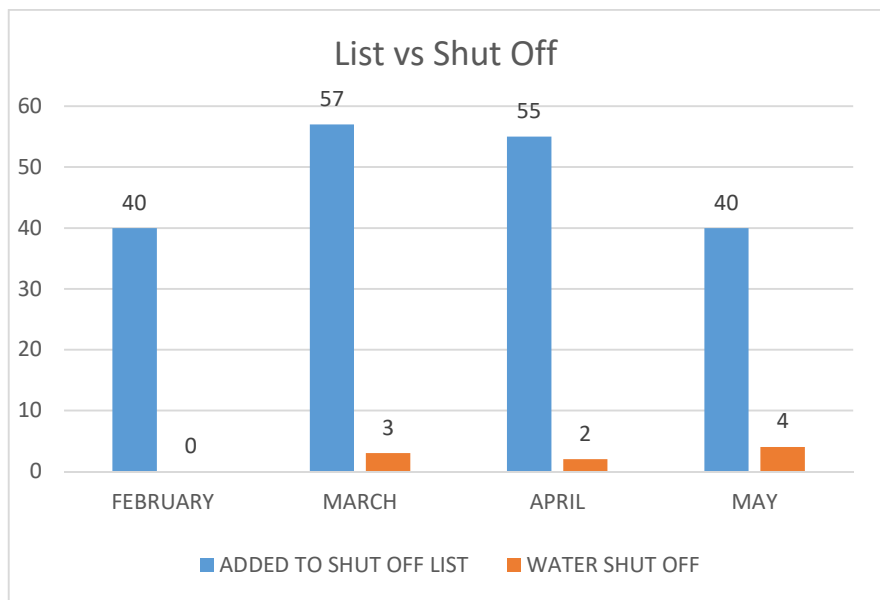
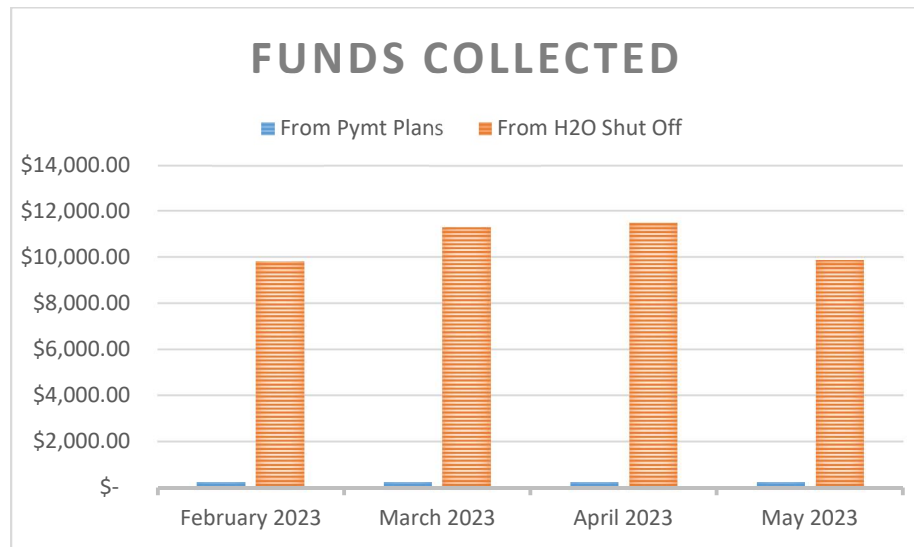
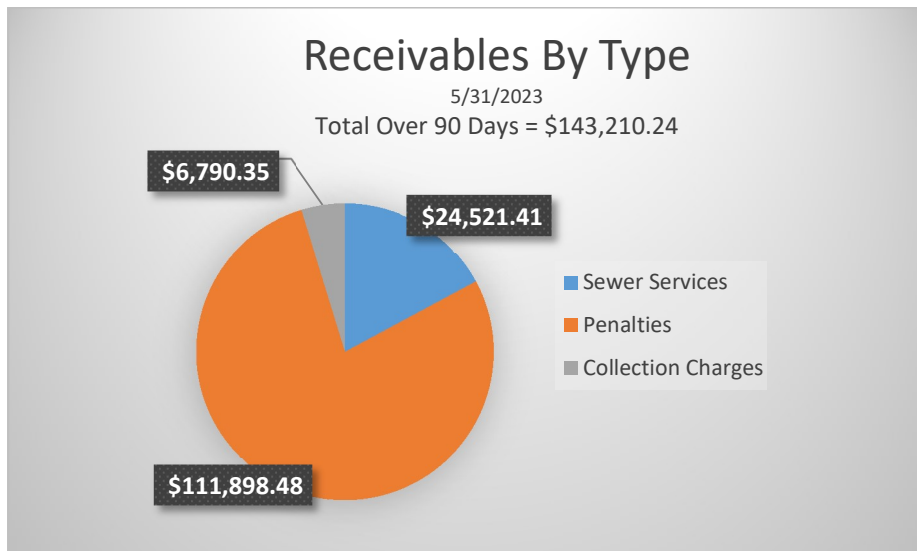
OPERATING EXPENSES

Building and Grounds Upkeep	976.00	-	-	15,000.00
Utilities	-	5,492.21	5,492.21	55,000.00
J.U.L.I.E.	1,933.06	-	-	3,000.00
Training and Education	-	-	-	3,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	676.43	-	-	7,000.00
	3,585.49	5,492.21	5,492.21	85,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	-	1,000.00
	-	-	-	1,000.00
TOTAL GENERAL FUND	21,698.19	27,382.76	27,382.76	418,000.00
CHLORINATION FUND	3,489.70	1,719.10	1,719.10	50,000.00
	3,489.70	1,719.10	1,719.10	50,000.00
AUDIT FUND	-	-	-	15,000.00
	-	-	-	15,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	773.00	4,470.00	4,470.00	25,000.00
Administrative Fee	23.00	134.00	134.00	1,000.00
Property	-	-	-	45,000.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	74,000.00
	796.00	4,604.00	4,604.00	160,000.00
SOCIAL SECURITY FUND	4,870.92	5,317.16	5,317.16	75,000.00
IMRF FUND	43,217.75	3,989.59	3,989.59	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	74,072.56	43,012.61	43,012.61	873,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(70,876.30)	(7,057.99)	(7,057.99)	(188,000.00)
Ending Cash and Investments				
First National Bank	\$ 1,224,840.52	\$ 1,217,106.10	\$ 1,217,106.10	
Credit Cards	(676.43)	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,224,164.09	1,217,106.10	1,217,106.10	

Accounts Receivable Analysis

May 2023



Monthly Shut Off Summary

Lake in the Hills

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

Huntley

- None.

Crystal Lake

- None.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
June 15, 2023 Meeting Date**

Name	Memo	Amount
Governmental Funds		
NONE		
TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING		\$ -
O & M Funds		
First Mobile Trust (aka First Billing)	Collection Exp - April 2023	\$ 7,443.47
Verizon Wireless	Emergency Communications	\$ 344.47
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 7,787.94

**LITH SANITARY DISTRICT
Recurring Bills
June 15, 2023 Meeting Date**

Name	Memo	Amount
Governmental Funds		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 5,317.16
Illinois Municipal Retirement Fund	Employer Portion of IMRF-May 2023	\$ 3,989.59
TOTAL GOVERNMENTAL RECURRING BILLS		\$ 9,306.75
O & M Funds		
Blue Cross Blue Shield	Medical Insurance Premiums (for May 2023)	\$ 20,097.08
First National Bank PayMaker/Bill.com	Pro Svs - PayMaker/ Bill.com (for May 2023 payments)	\$ 65.63
Humana	Specialty Insurance Premiums (for May 2023)	\$ 1,396.87
United States Postal Service	Postage - Mailing of Past Due Notices	\$ 825.06
TOTAL O & M RECURRING BILLS		\$ 22,384.64

Approved _____

President Reed

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
June 15, 2023 Meeting**

Name	Memo		
GOVERNMENTAL FUND BILLS			
Applied Technologies	Contractual Svs - Engineering	\$	2,550.00
Hawkins Inc	Chlorination Fund - Alum Sulfate	\$	897.30
Hawkins Inc	Chlorination Fund - Alum Sulfate 5/10/23	\$	1,743.60
Hawkins Inc	Chlorination Fund - Alum Sulfate 5/25/23	\$	1,743.60
Turf Care Enterprises Inc	Bldg & Grounds Upkeep	\$	976.00
Vanguard Energy Services	Utilities - May 2023	\$	440.00
			8,350.50
TOTAL GOVERNMENTAL FUND BILLS			\$ 8,350.50

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
June 15, 2023 Meeting**

Name	Memo		Amount
O & M BILLS			
Applied Technologies Inc	Engineering - 23-01 Sludge Storage Bldg	\$	8,330.00
Applied Technologies Inc	Engineering - 23-03 MCDOT Randall Rd	\$	3,532.00
Applied Technologies Inc	Engineering - 23-04 Sewer Lining	\$	10,878.00
AutoZone, Inc.	Main/Repair - Plant Vehicles, Pwr Steering Fluid Dump Truck	\$	22.27
BDP Industries	Sludge Mgt - Clipper Closures	\$	3,151.12
Cintas Corporation #355	Operating Supplies - Personnel, May 2023	\$	746.98
Consolidated Electrical Distributors, Inc	Maint/Repair - Plant	\$	32.00
Constellation New Energy Inc	Utilities - Concord	\$	879.58
Constellation New Energy Inc	Utilities - Meadowbrook	\$	270.63
Constellation New Energy Inc	Utilities - Dam	\$	325.90
Constellation New Energy Inc	Utilities - Beach	\$	72.61
Constellation New Energy Inc	Utilities - Pyott	\$	389.31
Constellation New Energy Inc	Utilities - Decatur	\$	2,260.51
Constellation New Energy Inc	Utilities - Plant	\$	24,564.20
First Mobile Trust Inc	Collection Expenses - May 2023	\$	1,032.30
First National Bank of Omaha - Visa	Oper Supplies, Training Travel & Ed, Pro Svs Intuit Fees, Computer Exp, Telephone,M/R Plant	\$	1,430.88
Flood Brothers Disposal & Recycling Svs	Bldg & Grounds - June 2023 Trash & Recycling	\$	361.92
Hach Company	Operating Supplies - Lab	\$	1,211.55
Harrell & Son's Lawn Maintenance	Grounds Upkeep - May 2023 Mowing	\$	1,400.00
Hawkins, Inc	Sludge Management - Aqua Hawk 1124	\$	6,214.10
Interstate All Battery Center	Maint/Repair - Plant, Generator Batteries	\$	1,058.40
LAI LLC	Cap Imprvmts - Plant Equipment, Grit Motor	\$	14,766.72
Logsdon Office Supply	Office Supplies	\$	369.90
Logsdon Office Supply	Office Supplies	\$	180.00
McHenry County Recorder	Collection Expenses - May 2023	\$	6.00
Menards	Maint/Repair - Plant	\$	98.78
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud	\$	445.00
Mid-South Imaging LLC	Collection Expenses	\$	85.00
Motion Industries	Maint/Repair - Plant	\$	498.89
PetroChoice LLC	Operating Supplies - Ox Ditch & VLR Gear Oil, Drum & Fees	\$	2,563.34

PetroChoice LLC	Gas/Fuel	\$	986.48
Shaw Suburban Media	Printing & Publications - Sewer Lining Bid	\$	567.58
Sigma-Aldrich Inc	Operating Supplies - Lab	\$	765.21
Synagro-WWT, Inc.	Sludge Management - May 2023	\$	18,000.00
TAS United	Emergency Communications	\$	110.00
Technology Masters Inc	Computer Exp - Maint & Karen's Email Issue	\$	563.75
TEKLAB, INC	Pro Svs - Lab	\$	148.00
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
The Home Depot	Operating Supplies	\$	139.28
Victor Ford	Maint/Repair - Plant Vehicles, Repair Ford F-550	\$	5,042.00
Village of Lake In The Hills	Collection Exp - Water Shut Off 5/23/23	\$	315.00
Warehouse Direct	Pro Svs - Copies	\$	23.79
Water One, Inc.	Operating Supplies - Personnel, Drinking Water Equip Rental	\$	22.50
Water One, Inc.	Operating Supplies - Personnel, Drinking Water	\$	86.75
Whispering Hills	Bldgs & Grounds - Flowers for Admin Bldg Door Planters	\$	35.12
Wilkens-Anderson	Operating Supplies - Lab	\$	498.25
Ziegler's Ace Hardware	Operating Supplies - May 2023	\$	319.68

TOTAL O&M FUND BILLS **\$ 115,540.48**

CONSTRUCTION FUND BILLS

Shoreline Armor	Cap Improvements- Coll Sys, Deposit for Materials, Seawall Project	\$	38,200.00
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TOTAL CONSTRUCTION FUND BILLS **\$ 38,200.00**

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL 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.

Approved _____

President Reed

MANAGER'S REPORT

Month of May, 2023

Customers	CURRENT	12/MO TOTAL	Data for May 2022
Total accounts:	11,762		
New Customers:	1	11	1
Connections:	0	12	0
Permits Issued:	0	8	2
Permits Issued Past 13 Months:	10		
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
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COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
None!			

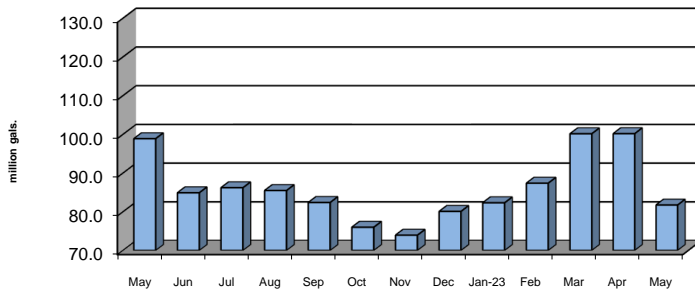
COLLECTION SYSTEM ACTIVITIES

James televised 5,771' of line on Randall Road and in the Dam Lift Station basin.
John and Rene cleaned/root cut 3,700'.

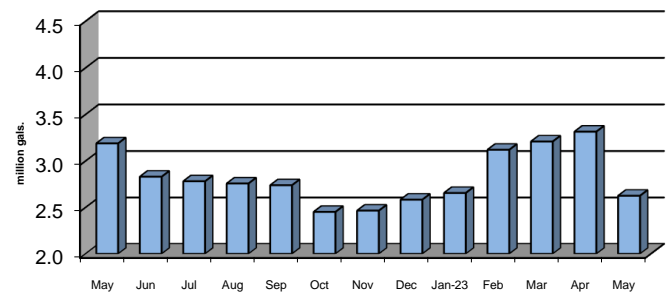
FLOWS

Total Effluent Flow for Month:	81.725	million gallons
Average Daily Flow:	2.625	mgd
Maximum Daily Flow:	2.978	mgd
Precipitation Total:	0.53	inches
Precipitation This Month Last Year:	4.07	inches
Septage Accepted:	818,914	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

May 2023

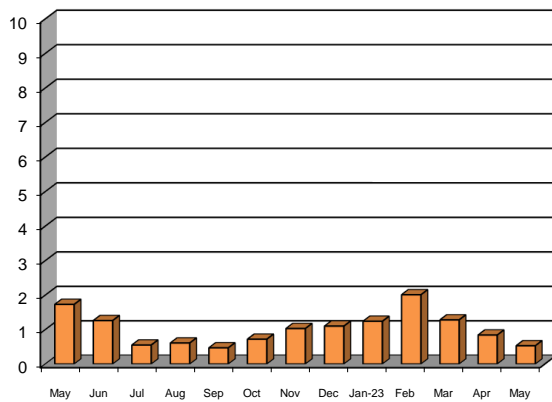
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TREATMENT PLANT OPERATIONS

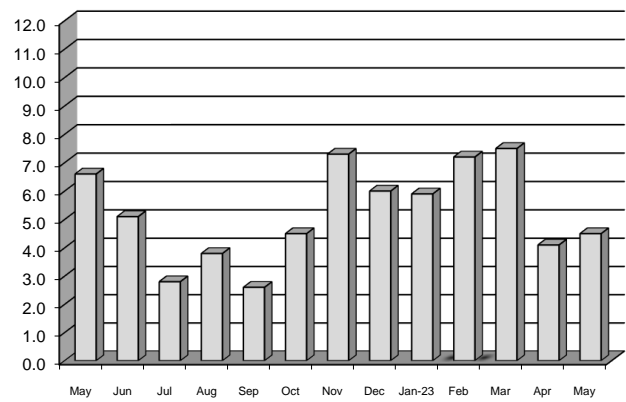
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	220 mg/L	0.5 mg/L	99.8%
Total Suspended Solids:	350 mg/L	4.5 mg/L	98.7%
Ammonia Nitrogen:	23.5 mg/L	0.20 mg/L	99.1%
Phosphorus:		0.17 mg/L	
Fecal Coliform:		61 MPN	

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:	1.984 million gallons
Decanted:	0.061 million gallons
Thickened:	2.034 million gallons
To Digester:	1.166 million gallons
Pressed:	1.030 million gallons

PERSONNEL ACTIVITIES

Tamara and Bob attended a virtual Randall Road Project meeting on 5/9/23.
 President Reed, Trustee Ruzanski, Tamara, and Bob attended the Randall Road Open House on 5/11/23.
 Staff participated in ComEd SEM Treasure Hunt on 5/17/23.
 John and James attended the APWA Expo on 5/24/23.

Respectfully submitted,

Tamara C. Mueller
 District Manager



Date: June 13, 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: June 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 completed the concrete work for the footings, walls, slab, and vector bay. Asphalt restoration has been completed for the storm sewer installation on the west and east side of the building.
- b. Remaining work includes the installation of the roof gutters. There is a material delay that has pushed that work to the beginning of July.
- c. Pay Application No. 5 was submitted for District Approval at this Board Meeting, \$189,177.05.
- d. Contract retention has been reduced to 5%, \$47,057.15.

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

- a. The District has submitted the sewer reroute to MCDOT, which has submitted the project to IDOT for preliminary approval.
- b. The draft IGA is expected to be received any time now.

3. District Sanitary Sewer Lining Program

- a. The Recommendation to Award the project to National Power Rodding Corp was included in the Consent Agenda. There were 5 bids received, with the low bid at \$328,000. This was lower than the Cost estimate of \$347,000.
- b. Construction Engineering & Inspection Task Order was presented to the District to handle Construction Administration and Construction Observation services for the sewer lining.

4. Septic Receiving Station

- a. The controls equipment was reviewed and approved.