

**Lake in the Hills Sanitary District
Board of Trustees Rescheduled Meeting Minutes
April 18, 2018**

The rescheduled meeting was called to order by President Hansen at 7:00 pm at the Sanitary District offices located at 515 Plum Street.

Swearing in of New Trustee:

District Clerk administered the Oath of Office for new Trustee Cheryl Kehoe.

Roll Call:

Roll call was answered by President Eric Hansen, Trustee Terry Easler and Trustee Cheryl Kehoe. Also present were District Manager Rick Forner, Attorney Melissa Wolf in attendance for District Attorney Ann Williams, District Engineer Brett Postl and District Treasurer/Clerk Karen Thompson.

Approval of Minutes:

Motion was made by Trustee Easler and seconded by President Hansen to approve the Minutes of the Regular Board Meeting of March 8, 2018 as presented. On a roll call vote, President Hansen and Trustees Easler and Kehoe voted aye.

Public Comments:

None.

Consent Agenda:

- A. Appointment of Karen Thompson as District Clerk, Postl-Yore and Associates as District Engineers, and Brett Postl as District Engineer, Storino, Ramello & Durkin as District Attorneys, and Ann Williams as District Attorney.
- B. Approval of salary adjustments as recommended by District Manager.
- C. Ordinance No. 390 amending Ordinance No. 380 Regarding the Combined Budget and Appropriations for Fiscal Year May 1, 2017, through April 30, 2018 of the Lake in the Hills Sanitary District.
- D. Award of a contract for the Cured in Place Pipe Lining Project, Willow Street to Oak Street, to Hoerr Construction Inc., Goodfield, Illinois, in the amount of \$105,285.00.

Motion was made by Trustee Easler and seconded by Trustee Kehoe to approve the Consent Agenda as presented (Items A – D). On a roll call vote President Hansen and Trustees Easler and Kehoe voted aye.

Specific Agenda:

None

Accountant's Report:

District Treasurer reported that we received a large number of tap on/connection fees in March. This is primarily due to the fact that we received payment for the Melody Living project that has been discussed at previous meetings. She also provided a brief description of the reports that are provided to the Board each month in an effort to bring the new Trustee up to date. She further commented that if there are any reports that are not currently being provided to the Board or that they no longer want to see to let her or Rick know.

Motion was made by Trustee Easler seconded by Trustee Kehoe to approve the March 2018 Treasurer Reports. On a roll call vote President Hansen and Trustees Easler and Kehoe voted aye.

Approval of Bills:

District Treasurer presented a list of bills for approval. She provided an explanation for the additional bill that we received from the Illinois Public Risk Fund for an additional \$1,481. This is for additional premium due as a result of the audit that they conducted. She also noted that our semi-annual payments for the 2008 Debt Certificates and 2014 Bonds are due. President Hansen asked about the outstanding balances on those. District Treasurer did not have those exact balances, but either she or the District Manager will provide those to him.

A motion was made by Trustee Easler and seconded by Trustee Kehoe to approve the List of Bills as presented for payment totaling \$ 497,652.16 with \$ 25,091.37 from the General Corporate Fund, \$ 150,642.28 from the Operations and Maintenance Fund, \$ 30,781.00 from the Construction Fund and \$ 291,137.51 from the Bond and Interest Fund.

The motion passed after a roll call vote; President Hansen and Trustees Easler and Kehoe voted aye. (A copy of the bills approved will be kept with the Board Meeting documents)

Manager's Report:

District Manager presented a written copy of the March 2018 Managers Report and provided a verbal recap of some items.

He indicated that March was a pretty typical month. As noted on his report we did have some personnel activities with Laredo training for the administrative staff and attendance at the Fox Valley Operators Association meeting for other staff.

He was anticipating that the summary report for the operations audit would be received by tonight's meeting, however, that report did not come in today. He assumes it will be ready by the next meeting. As soon as the report is received, he will forward a copy to each of the Trustees. He also indicated that Peter Austin at the County has requested a copy. If the Board is OK with that, District Manager will also forward him a copy. President Hansen agreed that a copy should be sent to Mr. Austin.

He stated that we received 3 bids for the Audit position. We will have a recommendation ready at the May meeting.

A draft copy of the 2018-19 Budget was included in the Board packets. If the Trustees have any comments or questions please give the District Manger a call. The District Manager further commented that he has posted the appropriate notice for the public hearing at the May meeting. At that time, we can entertain questions from the public. The 2018-19 Budget will be on the Agenda for consideration at the May meeting.

The 3-year capital improvement plan was also included in the Board packet. This was put together in coordination with the District Manager, the District Engineering firm and the District Maintenance Supervisor. District Manager has asked that the Board review this document and let him know if they have any questions or concerns.

District Manager indicated that our property insurance carrier, Glatfelter, did a risk assessment at the facility. He received a report from that assessment which has a list of recommendations. He is now going thru this list with our insurance broker as some of these recommendations do not seem necessary or make sense financially. For example, they are recommending fencing around all of the pumping stations. A few years back, fencing was placed around the lift station at Miller Road and we received negative feedback from the Village and were asked to remove the fencing. This was explained to Glatfelter, but they still came back with that recommendation. We have not seen any vandalism at our lift stations during the current District Managers tenure so he does not think it is necessary to expend funds on this. The other recommendation was to have fire alarm detection in all buildings, not just those that are occupied. The fire department is inspecting the District next week and they are aware of what's covered on their fire alarm system and what's not covered. Trustee Easler asked if the unoccupied buildings are heated and have sprinklers. District Manager confirmed that they are heated and that we do not have sprinklers anywhere at the District. He further stated that there are remote heat & smoke sensors in the occupied buildings and in the electrical buildings, but not in the equipment rooms. He added that the environment in the equipment rooms is very corrosive which would create haywire with the sensors. President Hansen wanted to confirm that we are up to code with all requirements of the fire department. District Manager confirmed that we are. President Hansen confirmed that these are just suggestions. District Manager concurred and said that is why he is meeting with the broker to determine if we can waive these suggestions. President Hansen further commented that he does not see the need for this as we are up to code and following the laws. He and the District Manager agreed that if Glatfelter does not want to provide us coverage; then we would find coverage elsewhere.

Motion was made by Trustee Easler and seconded by Trustee Kehoe to approve the Managers Report for March 2018. On a roll call vote, President Hansen and Trustees Easler and Kehoe voted aye.

District Engineer:

This morning the District Engineer and District Manager had a Digester #4 preconstruction meeting with the contractor and the 2 main sub-contractors (excavator and the tank manufacturer). District Engineer and his staff have been reviewing a large amount of submittals to make sure they meet all specifications. He anticipates that by the May Board meeting there will be a large hole dug. It will take approximately a month to complete digging of the hole and about 10 weeks to build the tank. The tank will be build onsite.

Regarding the blower project, the motors have been ordered. Submittals have been coming in and have been reviewed. The plan is to take 2 of the 4 blowers out in May to have the inner parts rebuilt and to have larger motors installed. This leaves the District slightly exposed since we need to have at least 2 blowers operating at a time.

Last month he notified the Board that the contractor on the air blower project was asking to substitute a different panel manufacturer. District Engineer now believes that this request is going to fade and is not going to be an issue. He may have brought this up too soon, but since he the Board only meet once per month he wanted to keep them apprised.

District Engineer explained the requirements for the District's NPDES permit. He further explained the special conditions in this permit regarding the barium and the fact that they want these numbers lowered. The District Manager has also asked him to look at the phosphorus as it relates to these permit requirements. Occasionally we see a phosphorus spike. The current limit is 1 ppm and the IEPA has asked us to look at what it would take to cut our phosphorus discharge in half to .5 ppm. Initially it looks like it would be a relatively expensive and somewhat complicated process to accomplish this reduction. The IEPA has requested a report by the end of June.

Regarding the barium issue, the District Manager had sewage samplers obtain samples throughout the day. This developed what are called composite samples. This was done throughout the system to track down where all of the barium is coming from. We can identify where approximately 70 pounds of it is coming from, but the total is approximately 120 pounds. They are trying to track down the source of that extra 50 pounds. The results from the composite samples are being reviewed now.

District Engineer provided the Board with a spreadsheet which contained detail on the bids received for the cure in place project that was approved in tonight's Consent Agenda. He further explained that when you have prices that come in that are similar that means the specs were tight and everyone was bidding the same thing. When you see a bid that is very large comparison to the others, you can assume that this contractor did not take much time to review the specs and just threw out a large number in hopes that they would get the job. He further stated that when you have a bid that is slightly lower, but in line, it shows the contractor was being aggressive and competitive in their bid. If the bids are too low it can be a red flag as well. He and his staff always check each line item to make sure they are receiving good, solid bids. He further commented that often times we will only receive 1 or 2 bids for a project. In this case, we received several bids because there are many companies that do this work.

He further reminded the Board that right now they have about \$2.6 million out in contracts for construction to be done over the next several months. These projects were part of the 3-year capital improvement plan that was put together over the past few years.

President Hansen asked about the IEPA request (*for phosphorus*). District Engineer indicated that it is a special condition. He speculated that they are "fishing" to see if these tighter requirements can be accomplished relatively painlessly before they would make it a requirement. He further explained the process that the District does in order to keep the phosphorus numbers low.

District Manger further explained that the barium thresholds are an IEPA requirement. We have had 3 years to come up with a plan to meet those requirements. We are just barely over the limit, but we will need to stay under that required threshold.

Attorney Report:

Attorney Melissa Wolf commented that their office is continuing to prepare for the filing of the legal action that the Board directed last month. The Board will continue to be provided with updates as they occur.

Unfinished Business:

None

New Business:

None

Adjournment:

There being no further business to bring before the Board, President Hansen asked for a motion to adjourn the meeting. Motion was made by Trustee Easler and seconded by Trustee Kehoe. The motion passed after a verbal vote. All Board members who were present voted aye.

The meeting was adjourned at 7:27 pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 10th day of May, 2018.



President Hansen