

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
December 13, 2018**

**Roll Call:**

The regular meeting was called to order by President Hansen at 7:00 pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Eric Hansen, Trustee Terry Easler and Trustee Cheryl Kehoe. Also present were District Manager Rick Forner, Robert Doeringsfeld on behalf of District Engineer Peter Kolb, District Attorney Ann Williams and District Treasurer/Clerk Karen Thompson

**Approval of Minutes:**

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

**Public Comments:**

Joseph Greenwood of Blackberry Court in Lake in the Hills was in attendance. He feels that the money spent on the analysis by Knight Engineering was a good investment. He believes that this was a step in the right direction and feels more confident in the new Engineer. He also had some questions regarding the single line diagrams and arc flash studies that were discussed last month. Engineer Doeringsfeld provided additional detail regarding the process.

**Consent Agenda:**

- A. Approval of Task Order No. 18-04 from Applied Technologies for the Richard Taylor Park Bypass – Design Services
- B. Approval of Application and Certificate for Payment #4 in the amount of \$84,240 to AMS Mechanical Systems, Inc. for Aerobic Digester #4 project.

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

**Specific Agenda:**

None

**Accountant's Report:**

District Treasurer informed the Board that we did receive the \$45,000 escrow funds settlement check that was approved last month. She also presented written copies of the November 2018 Treasurer reports and highlighted some pertinent items. She indicated that November was a very high expenditure month. This can be attributed to the large payments made for the Digester #4, Blower and Pipe Lining projects. She also indicated that we did receive our final property tax installment. Expenses were higher on the

Governmental funds because we paid for our general liability, property and vehicle insurance in November.

Motion was made by Trustee Easler seconded by Trustee Kehoe to approve the November 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 pointed out some of the higher or atypical bills. She further commented that the Attorney's invoice contained some fees for the recovery of the earnest money. Those fees have been listed separately on the report. She also stated that she has copies of the bills if anybody wanted to see any detail. President Hansen had a question about the invoice from the Davenport Group for the LAMA software. District Manger provided detail.

A motion was made by Trustee Easler and seconded by Trustee Kehoe to approve the List of Bills as presented for payment totaling \$ 271,951.73 with \$ 29,941.72 from the General Corporate Fund, \$ 185,968.51 from the Operations and Maintenance Fund, \$ 56,041.50 from the Construction Fund and \$ 0.00 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 November 2018 Managers Report and provided a verbal recap of some items.

There were no callouts in November. He attributed this to the maintenance program that we have with cleaning and televising the lines on a regular basis.

Precipitation and flows were very average in November. The treatment plant operation is going well.

Reminded the Board that, in the spirit of the holidays, we have suspended the water shut off process for December. It will resume in January.

The construction on the Digester #4 project is going forward. They were able to get the black dirt down, but were unable to get the fine grading done or get grass seed planted. That will have to resume that in the spring. They are finishing the controls and the electrical work on it now. It should be operational by the end of this month. Once it is operational, we will relieve the prior Engineer of his responsibilities on this project.

Regarding the blower reconfiguration project, all of the blowers are in and are operating. We have finalized the 4-week testing for ComEd. The controls have been finished and he expects that final pay application will be presented to the Board at the January meeting.

The cured in place pipe lining project is 100% complete. Once we receive all of the final waivers and documents this will be presented to the Board for approval.

District Manager will be meeting with Postl Yore on the barium and phosphorus project next week to finalized the report. After that, this project will be transferred over to Applied Technologies for them to

finalize. Therefore, by the end of December the District will be pretty much separated from Postl-Yore and Associates.

Motion was made by Trustee Easler, seconded by Trustee Kehoe to approve the Manager's report as presented. On a roll call vote President Hansen, Trustee Easler and Trustee Kehoe voted aye.

#### **Engineer's Report:**

Engineer, Robert Doeringsfeld from Applied Technologies provided a written report and a verbal recap.

Regarding Task Order 18-01, they met with District Manager and visited the site this month. They do have some preliminary alignment and cost estimates. Their plan is to meet with District Manager and staff in early January to go over plans and cost estimates. The plan is to go to bid in February 2019, award contracts in March 2019 and constructed in 2019.

Regarding Task Order 18-02, they also discussed this project at the meeting and site visit they had this month. They brought along another associate who will be working on this project. They have started to work on the preliminary design criteria. They plan to meet with the District again in late January 2019 to discuss. They are going to need to work with the McHenry County GIS department to get some property information because there is a tree right near this lift station that may cause an issue.

Regarding Task Order 18-03, they have started to evaluate the ComEd services and running the blowers off the portable generator. They should have some information to Rick by early next week.

Regarding Task Order 18-04 that was approved tonight. This project will include a small site survey, permit coordination and plans to install a new line to bypass an area. On this project they will use Gewalt Hamilton as a subcontractor. This company has a manhole-scanning device that will be useful. Gewalt Hamilton will provide a MACP (Manhole Assessment Certification Program) report to the District.

As requested, they have begun to do some initial research on the wash water pump replacement project. Trustee Easler asked for additional information on this project. Engineer Doeringsfeld and District Manager provided additional detail. Engineer Doeringsfeld indicated that the way the current system is set up, the pumps are before the disinfection system. This water can be used onsite, but is not potable. District Manager has concerns about the potential of someone drinking this water and has concerns about the harsh environment created by this unsanitized water. This harsh environment has also become a maintenance issue and could adversely affect the equipment. District Manager believes that while we are looking at replacing the wash water pumps it would be a great time to also look at disinfection of this water. Engineer Doeringsfeld indicated that they are looking at a few options for disinfection.

#### **Attorney's Report:**

Regarding the County's RFQ for an assessment of the District; the District Attorney indicated that she shared some of the concerns brought up at last month's meeting with the McHenry County Chairman and the McHenry County Administrator. She stated that she proposed that the Sanitary District make the decision on what firm to hire. She is waiting to receive confirmation and will keep us updated.

District Attorney informed the District Manager that he can purchase used equipment and waive the bidding process. This is one of the exceptions to the law. District Manager asked if there is a dollar cap on this exception. District Attorney indicated that there is not a cap.

**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 7:23 pm.

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this 10<sup>th</sup> day of January, 2019.



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President Hansen