

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
December 12, 2019**

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 and Trustee Jessica Reed. Trustee Cheryl Kehoe was absent. Also present were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Peter Kolb of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

Approval of Minutes:

Motion was made by President Hansen and seconded by Trustee Reed to approve the Minutes of the Regular Board Meeting of November 14, 2019 as presented. On a roll call vote, President Hansen and Trustee Reed voted aye.

Public Comments:

Terry Easler had a comment regarding Item A on the Consent Agenda (Ordinance No. 402). He questioned whether changing the Trustees from a taxable wage to a non-taxable fringe benefit is legal. He further questioned whether State law allows Trustees to receive benefits. President Hansen responded that State law allows the Trustees to receive both a wage and benefits. Ordinance No. 402 limits the Trustees to receive either a wage or benefits, but not both.

Consent Agenda:

Motion was made by Trustee Reed, seconded by President Hansen, to approve the Consent Agenda. There was no additional discussion.

- A. Approval of Ordinance No. 402 - An Ordinance Establishing Limits on Board of Trustee Participation in the Lake in the Hills Sanitary District Group Insurance Benefit Plan.
- B. Approval of medical coverage change from Humana to Blue Cross Blue Shield, effective January 1, 2020.
- C. Approval of Change Order No. 2 in the amount of (\$27,148.20) to Schroeder Asphalt Services, Inc. for the Rear Drive Entrance.
- D. Approval of Direct Payment to Marc Kresmery, LLC in the amount of \$9,011.40 which was credited in Change Order No. 2 to Schroeder Asphalt Services, Inc.
- E. Approval of Contractor's Application for Payment No. 4 in the amount of \$39,029.99 to Schroeder Asphalt Services, Inc. for the Rear Drive Entrance.
- F. Approval of Contractor's Application for Payment No. 1 in the

amount of \$66,761.55 to Kanzler Construction, LLC for the Richard Taylor Park Bypass Sewer.

On a roll call vote President Hansen and Trustee Reed voted aye to approve the Consent Agenda as presented (Items A through F).

Specific Agenda:

- A. Approval of ComEd Memorandum of Understanding, Strategic Energy Management Agreement.

Motion was made by Trustee Reed and seconded by President Hansen to approve the Specific Agenda (Item A) and allow the District and its employees to participate in ComEd's Strategic Energy Management program.

District Manager indicated that we were invited to participate in this 2-year program. Her role would be as Executive Sponsor, Assistant District Manager's role would be as Energy Champion, and the Maintenance Supervisor's role would be as Data Master. Assistant District Manager spoke with DuPage County today, as they have been involved in this program. Their involvement has saved them 8% and has been a simple process.

On a roll call vote, President Hansen and Trustee Reed voted aye. Motion passes and staff will enter into the agreement to participate in ComEd's Strategic Energy Management Program.

Treasurer's Report:

District Treasurer presented final written copies of the November 2019 Treasurer reports. She also provided a verbal summary of some of the receipts and expenses. She further added that we received the reports, waivers, manuals, and parts from Postl-Yore. Therefore, the payments that were Board approved back in August to AMS Mechanical and Postl-Yore have been released.

Motion was made by President Hansen, seconded by Trustee Reed, to approve the November 2019 Treasurer reports. On a roll call vote, President Hansen and Trustee Reed voted aye.

Approval of Bills:

District Treasurer presented a list of bills for approval. She highlighted some of the bills that were atypical or higher than usual. She also brought all of the bills to the meeting in case any Trustee would like to see the detail.

Motion was made by President Hansen and seconded by Trustee Reed to approve the List of Bills as presented for payment totaling \$160,090.80 of which \$35,041.62 is from the General Corporate Fund, \$107,493.78 is from the Operations & Maintenance Fund, \$17,555.40 is from the Construction Fund and \$0.00 is from the Bond & Interest Fund.

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

Engineer's Report:

District Engineer Peter Kolb of Applied Technologies provided a written report and a verbal recap.

Regarding Task Order 18-03 (Electrical Service & Plant Power Distribution) – They were hoping to receive the final electrical studies report from Electrical Testing Solutions this month, but it appears that it will not be ready until next month. District Manager stated that a delay with ComEd might be the reason the reports are not ready yet.

Regarding Task Order 19-01 (Rear Entrance Drive Construction Services) – All original project work has been completed. Change order #2 for a decrease of \$27,148.20 in the contract was approved tonight. This change order includes a credit from Schroeder so that the District can make a direct payment to Marc Kresmery Construction for the repairs they made. Additionally, pay app #4 was approved tonight. The final contract price is over \$25,000.00 less than the original award. We continue to hold retainage of \$2,957.69 to make sure the landscaping holds up next spring.

Regarding Task Order 19-02 (Electrical Upgrades & Filter Building Improvements) – This is still in the design phase.

Regarding Task Order 19-03 (Richard Taylor Park Bypass Construction) – The contractor should be done with this project tomorrow. Pay app #1 was approved tonight. Mandrel testing and televising of the line has been done. The bypass sewer installation is operationally functional.

Regarding Task Order 19-04 (Hagele Beach Lift Station Construction) - Last month Martam Construction was awarded the contract for \$526,600.00. President Hansen will sign the contract documents tonight. Once the documents are signed, a pre-construction meeting will be scheduled.

Manager's Report:

District Manager presented a written copy of the November 2019 Manager's Report and provided a verbal summary.

She indicated that there was only one callout in November and it was in the service line.

We sent out our fats, oils and grease program surveys and have been receiving some back. In January we will begin annual inspections, which is something that the IEPA has requested we do. This program is something that has been on the books for a long time, but was never implemented.

She attended an IMRF Authorized Agent workshop in November.

Motion was made by President Hansen, seconded by Trustee Reed, to approve the November 2019 Manager's Report as presented. On a roll call vote, President Hansen and Trustee Reed voted aye.

Attorney's Report:

None.

Unfinished Business:

President Hansen announced that we are moving the January 2020 meeting to the third Thursday of the month. Therefore, it will be held on January 16, 2020 instead of January 9, 2020.

New Business:

None.

Adjournment:

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

The meeting was adjourned at 7:18 pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 16th day of January, 2020.



President Hansen