

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
July 16, 2020**

Roll Call:

The regular meeting was called to order by President Hansen at 6:58 pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Eric Hansen, Trustee Cheryl Kehoe and Trustee Jessica Reed. Also in attendance 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 Trustee Reed and seconded by Trustee Kehoe to approve the minutes of the Regular Board Meeting of June 18, 2020 as presented. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

Public Comments:

None.

Consent Agenda:

None.

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the June 2020 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

She also provided the Board with some detail regarding the water shut off stoppage and the effect this has had on the number of customers who are getting behind on their bills. When comparing a list from January versus July there is an increase of over 200 customers. The front office feels this is workable, but has concerns that if the stoppage continues it will become less manageable. Their plan is to resume shut offs based on the schedules set forth by Lake in the Hills, Huntley and Crystal Lake. Crystal Lake resumed shut offs this month so we included our customers in that.

The audit process has started. Draft copies should be ready for the August meeting.

Motion was made by Trustee Kehoe, seconded by Trustee Reed, to approve the June 2020 Treasurer's reports. On a roll call vote, President Hansen, Trustee Kehoe 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 further added that she has all of the bills with her in case anyone would like any additional detail.

Motion was made by President Hansen and seconded by Trustee Kehoe to approve the List of Bills as presented for payment totaling \$207,725.33 of which \$24,241.38 is from the General Corporate Fund, \$174,268.95 is from the Operations & Maintenance Fund, \$9,215.00 is from the Construction Fund and \$0.00 is from the Bond & Interest Fund.

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

Manager's Report:

District Manager presented a written copy of the June 2020 Manager's Report and provided a verbal summary.

There were no callouts in June. Staff has been working in the collection system as much as possible in an effort to get caught up. They also rented a manhole camera to start televising manholes that have infiltration and inflow problems.

Biomonitoring on the effluent was started in June. As part of this monitoring, we are required to do 4 samples every 3 months. Our effluent passed 100%.

We have had to run the press 12-14 hours per day to get caught up from all of the extra solids we have received since March. We are caught up now.

We have hired 2 seasonal employees. They will work on the manhole scanning while our IT staff member is out on paternity leave.

We are not planning to assess penalties this month since these bills cover the period of April, May and June.

She also asked the Board if they had any input regarding the tax levy. She reminded the Board that last year we kept the levy flat and didn't add new property. Then we also abated by 10%. President Hansen suggested that we keep it flat again this year, but probably won't do an additional abatement.

Motion was made by Trustee Kehoe, seconded by Trustee Reed to accept the June 2020 Manager's Report as presented.

The motion passed after a roll call vote; President Hansen, Trustee Kehoe and Trustee Reed voted aye.

Engineer's Report:

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

Task Order 19-04 (Hagele Beach Lift Station Construction) – Construction is coming to a close. Project photos were provided. Lining of the wet well started today and will continue tomorrow. Next week they plan to start up and test the equipment. Once everything is tested and running they can remove the old lift station. The beach is open and fencing was previously placed. There was no progress payment request this month.

Task Order 20-01 (Phosphorus Reduction Study & Discharge Plan) – They are still working through developing optimization measures to achieve the .5 mg/l of phosphorus limit and are coming up with measures to meet the ultimate .1 mg/l at some point in the future. Their study also includes looking at cost to achieve these limits. They anticipate that the .5 mg/l threshold is achievable with limited expenses, but the .1 mg/l will be very expensive to accomplish. They anticipate that the .1 mg/l won't be required for 10+ years.

Task Order 20-02 (Electrical & Filter Building Improvements CEI) – This has been awarded to Larson & Larson Inc. They have been working to get all of the paperwork in order so that this project can get started soon.

Attorney's Report:

The District Attorney indicated that the Governor changed the number of zones in the State with regard to the Covid recovery & restore plan. This is so that each zone can move independently back and forth in the phases. This will allow small changes to be made in the event of a localized outbreak. She further stated that many of the local entities lobbied to not be included in the same zone as Chicago.

The Executive Order that permitted us to meet remotely expired because a law (SB2135) was passed. This law provides the ability to hold remote meetings in the case of emergencies in areas where a disaster declaration has been issued. She previously sent a memo to some staff and Board members which outlined the new provisions in this law. This new law is not tied to phases of recovery and it can be used if a determination is made that it is not prudent or practical to hold an in-person meeting. The new law is not that much different from how we were already conducting our remote meetings and the differences were outlined in her memo.

President Hansen asked for clarification on the requirement that one person still needs to be physically present at the District even if the meeting is held virtually. District Attorney confirmed that, yes, one person would need to be physically present unless it is unfeasible or unpractical. This one person would need to be either the head of the public body, the chief legal counsel or chief administrative officer.

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. Trustee Kehoe made the motion. It was seconded by Trustee Reed. The motion passed after a verbal vote. All Board members who were present voted aye.

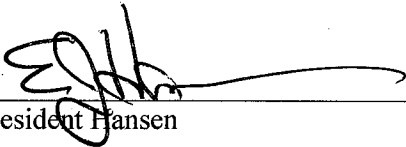
The meeting was adjourned at 7:15 pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 20th day of August, 2020.



President Hansen