

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
November 19, 2020 (*Virtual Meeting)**

**SB2135 allows for virtual meetings in the event that an in-person meeting is not practical or prudent. Due to a case of Covid-19 in a Sanitary District employee it was determined that an in-person meeting was not practical or prudent.*

Roll Call:

The regular meeting was called to order by President Hansen at 7:00 pm using WebEx for virtual attendance and participation. Roll call was answered by President Eric Hansen, Trustee Cheryl Kehoe and Trustee Jessica Reed. Also in attendance were District Manager Tamara Mueller, District Engineer Peter Kolb of Applied Technologies and District Treasurer/Clerk Karen Thompson. District Attorney Ann Williams of Storino, Ramello & Durkin was having technical difficulties and was not in attendance during roll call, but did connect to the meeting at 7:06pm during the Treasurer's Report. Assistant District Manager Mike Nelson was absent.

Approval of Minutes:

Motion was made by Trustee Kehoe and seconded by President Hansen to approve the minutes of the Regular Board Meeting of October 15, 2020 as presented. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

Public Comments:

None.

Consent Agenda:

Motion was made by Trustee Reed, seconded by Trustee Kehoe to approve the Consent Agenda. District Manager provided some additional detail on Item B.

- A. Approval of employee recognition per the District Manager's recommendation.
- B. Approval of writing off uncollectible residential accounts per staff's recommendation.

On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye to approve the Consent Agenda as presented (Items A and B).

Specific Agenda:

None.

Treasurer's Report:

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

Motion was made by President Hansen, seconded by Trustee Kehoe, to approve the October 2020 Treasurer's reports. On a roll call vote, President Hansen, Trustee Kehoe and Trustee Reed voted aye.

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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 \$244,822.44 of which \$72,545.63 is from the General Corporate Fund, \$124,281.81 is from the Operations and Maintenance Fund, \$47,245.00 is from the Construction Fund, and \$750.00 is from the Bond and Interest Fund.

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

Manager's Report:

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

There were three callouts in October and none were the District's issue.

Staff has been getting the plant and collection system ready for winter. She thanked employees James and John for being proactive and taking advantage of having access to the sewer manholes on Randall Road while construction had the lanes shut down. That allowed them to safely clean those lines. She also thanked Ross for making sure that our semi-annual testing in October was not overlooked.

The District secured our public liability insurance for 2020-2021. The quotes we received ranged from \$49,245.00 to \$91,567.00. We switched to Tokyo Marine HCC Public Risk Insurance Company because our former carrier had the highest quote. Our new coverage has the same limits and has a higher blanket coverage limit and saves the District almost \$27,000.00. We will be staying with IPRF for our workers compensation insurance as they are still the lowest premium.

District Manager has also requested quotes from the agent who provides the employee health insurance coverage. The renewal premiums will increase by almost \$20,000.00 for 2021. President Hansen indicated that this large increase could be due to the fact that we were undercharged in 2020 due to a clerical error on their end which they honored. District Manager concurred. President Hansen asked if there were any other reasons to switch providers other than cost. Some additional discussion took place regarding the coverage and the pros and cons of switching providers.

District Manager indicated that she has contacted our bank to get some information on refinancing our 2008 Debt Certificates in an effort to save money. Initial estimates indicate that this could save the District around \$44,000.00, however, she is still waiting for final quotes from the bank. The bank has asked for guidance from the District Attorney regarding our statutory requirements for loan documentation before they can finalize a quote. District Manager and District Attorney will discuss these requirements tomorrow. Some additional discussion took place regarding paying for the bonds outright

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instead of taking a loan, however, an extensive cash flow analysis would need to be done to make sure that would not put the District in a limited cash flow position.

The Concord lift station MetroCloud upgrade should be done tomorrow. The treatment plant SCADA should be on the metro cloud by the end of the year. These upgrades are allowing staff to be more proactive with the ability to monitor the lift stations in real time. These upgrades will eventually allow the District to cancel the expensive leased lines from AT&T. For example, two of the AT&T lines that will be cancelled cost us a little over \$3,500 per month. The MetroCloud will cost \$45.00 per lift station per month. The costs to upgrade each lift station will be very quickly recouped.

Motion was made by President Hansen, seconded by Trustee Reed to accept the October 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 activities at the site are complete. Retainage in the amount of \$5,306.76 remains on hand until after site landscaping has become established. He estimates that this determination will be made in April of 2021 and approval will be sought for this final payout at that time.

Task Order 20-02 (Electrical & Filter Building Improvements CEI) – They have received the review sheets and construction schedule from Larson & Larson. Field modifications have also happened. The Make-Up Air Unit has been moved to a less obtrusive spot around the corner and the concrete pads have been poured.

Attorney's Report:

District Attorney reminded everyone that a law was passed to address the Open Meetings Act issue with regard to holding remote meetings. The District has complied with that law. She further elaborated that if the head of a public body determines that it is safer to meet remotely we can do that as long as we are following some additional criteria.

With the surge in Covid cases, more of their clients have had positive cases amongst employees. There are protocols in place regarding how to handle. District Manager has been made aware of these protocols and she can reach out to the Attorney with any questions.

Unfinished Business:

None.

New Business:

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District Clerk asked for an opinion regarding whether we would keep the Board meetings on the 3rd Thursday or we would move back to the 2nd Thursday in 2021. The consensus was to keep them on the 3rd Thursday of the month.

President Hansen indicated that he would reach out to the new McHenry County Board Chairman to introduce himself and the District to him. District Engineer asked if the topic of consolidation would still be relevant to the new Chairman. President Hansen did not know, but would find out from him when they meet.

Adjournment:

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

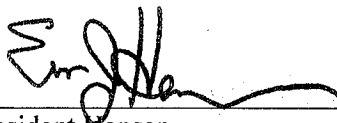
The meeting was adjourned at 7:23pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 17th day of December, 2020.



President Hansen