

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
June 17, 2021**

**Swearing in of New Trustee:**

District Clerk administered the Oath of Office for new Trustee Russ Ruzanski.

**Roll Call:**

The regular meeting was called to order by President Hansen at 7:01pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Eric Hansen, Trustee Jessica Reed and Trustee Russ Ruzanski. 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 Ruzanski to approve the minutes of the Public Hearing & Regular Board Meeting of May 20, 2021 as presented. On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye.

**Public Comments:**

None.

**Consent Agenda:**

None.

**Specific Agenda:**

- A. Voting for President and Vice President

Motion was made by Trustee Ruzanski to appoint Eric Hansen as President and Jessica Reed as Vice President. Motion was seconded by Trustee Reed. There were no additional questions or discussion. Motion passed after a roll call vote with President Hansen and Trustees Reed and Ruzanski voting aye.

**Treasurer's Report:**

District Treasurer presented final written copies of the May 2021 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

She also provided a brief summary for Trustee Ruzanski of the Accounts Receivable Analysis report.

Motion was made by President Hansen, seconded by Trustee Reed, to approve the May 2021 Treasurer's reports. On a roll call vote, President Hansen, Trustee Reed and Trustee Ruzanski 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.

Motion was made by President Hansen and seconded by Trustee Reed to approve the List of Bills for payment totaling \$189,917.01 of which \$18,787.80 is from the Governmental Fund, \$158,301.20 is from the Operations and Maintenance Fund, \$12,828.01 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.

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

**Manager's Report:**

District Manager presented a written copy of the May 2021 Manager's Report and provided a verbal summary.

There were two emergency call outs in May and one was related to a blockage in the main line. We jetted the line to clear the blockage. There was no property damage.

We hosted a ComEd strategic energy management treasure hunt. It went very well and District staff who participated enjoyed it. We were told that we are saving over 12% in our electric costs.

We are having trouble getting some of our lab supplies. Our suppliers are over 130 days from having availability. This is related to Covid. As a result, our lab tech is having to wash supplies every day and we are having to send some samples out to a lab instead of doing them in-house. District Manager will continue to look at alternative suppliers and options.

District Engineer has been asked to help District Manager establish a barium limit in our ordinances. It would be more efficient to treat the barium at the source rather than at our facility.

Motion was made by President Hansen, and seconded by Trustee Reed to approve the May 2021 Manager's Report.

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

**Engineer's Report:**

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

Task Order 20-02 (Electrical & Filter Building Improvements CEI) – HVAC units and all systems are functional. The O&M manual has been received and they made some final comments. Some dates for training have been presented. They anticipate that the retainage can be paid out next month.

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**Attorney's Report:**

District Attorney reminded Trustee Ruzanski that because we are a three member board, the Open Meetings Act makes it impossible for the District Trustees to interact with each other outside of the board meetings. Therefore, all communication should be done either through the District Manager or Attorney.

**Unfinished Business:**

None.

**New Business:**

President Hansen welcomed Trustee Ruzanski to our Board of Trustees. He also stated that a tour of the facility could be provided if he wishes. Trustee Ruzanski indicated that District Manager already provided him with a full facility tour.

Trustee Ruzanski thanked everyone for the warm welcome. He further stated that he is used to opening Board meetings by facing the flag and reciting the Pledge of Allegiance. He asked if we could incorporate this into our meetings. Everyone concurred. This will be done starting next month.

**Adjournment:**

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

The meeting was adjourned at 7:21pm.

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this 15<sup>th</sup> day of July, 2021.

  
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President Hansen