

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
October 21, 2021**

Pledge of Allegiance

Roll Call:

The regular meeting was called to order by President Hansen at 7:00pm 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, District Engineer Peter Kolb of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson. Assistant District Manager Mike Nelson arrived after roll call.

Approval of Minutes:

Motion was made by President Hansen and seconded by Trustee Reed to approve the minutes of the Regular Board Meeting of September 16, 2021 as presented. On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye.

Public Comments:

None.

Consent Agenda:

Motion was made by Trustee Reed, seconded by President Hansen to approve the Consent Agenda. Some minimal discussion took place regarding the backwash water rates.

- A. Approval of Task Order 21-01 in the amount of \$31,000 for the Front Entrance Drive Project.
- B. Approval to increase the backwash water rates over three years, from \$1.09/1000 gallons to \$2.25/1000 gallons.

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

Specific Agenda:

None.

Treasurer's Report:

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

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

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
October 21, 2021**

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 Trustee Reed and seconded by President Hansen to approve the List of Bills for payment totaling \$238,249.30 of which \$34,388.19 is from the Governmental Fund, \$101,906.97 is from the Operations and Maintenance Fund, \$101,954.14 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 September 2021 Manager's Report and provided a verbal summary.

There was one emergency call out in September which was the result of a plugged service line, therefore, it was not the District's problem.

The District had a surprise OSHA inspection on September 23rd. The inspector was onsite for 6 ½ hours, walked the facility and spoke with some staff. This was a random, computer generated inspection and there were no fines. Staff has been busy gathering requested documents and making the required corrections. OSHA indicated that they may or may not come back to re-inspect.

Our new administrative assistant started on September 20th and the employee she replaced left on October 1st. All is going very well.

We received a letter from the Illinois Division of the Izaak Walton League of America thanking us for our participation in the energy management program. The letter also included additional suggestions for conservation such as installing plantings for Monarch butterflies, which is something that we already do.

In an effort to save money on insurance, we looked into and received a quote for participation in a Professional Employer Organization (PEO). Additional research found that due to our relationship with IMRF this would not be an option. Had we been eligible for participation in a PEO, the minimal savings in insurance costs would've been used up by the fees. This also provides proof that our rates are not that out of line. District Manager is also working on getting workers compensation and general liability quotes. As of right now, it looks like the best pricing will be to stay with our current providers.

We received a written proposal from ZRFM and an email quote from another firm for legal services. Additional quotes were sought, but never provided. Although the regular rate of the current attorney's office is slightly higher than the quote emailed to us, they do provide us with a significantly reduced rate for lien work. Taking this into consideration, District Manager believes that our current attorney is very competitive for their services. District Attorney further added that she tries to keep costs down by streamlining her services.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
October 21, 2021**

Trustee Ruzanski asked if we could have the staff use a microphone for future meetings as sometimes it is difficult for him to hear. District Manager will work on getting this set up.

Motion was made by Trustee Ruzanski and seconded by Trustee Reed to approve the Manager's report. The motion passed after a roll call vote; President Hansen, Trustee Reed and Trustee Ruzanski voted aye.

Engineer's Report:

District Engineer Peter Kolb provided a written report and a verbal summary of some of the items that they are currently working on. These items are as follows:

- 1) Barium Discharge Limits – District Manager sent a memo to both the Villages of Lake in the Hills and Huntley so they are aware of the District's additional barium restrictions. A meeting to discuss this is scheduled for October 25th with the Village of Lake in the Hills. ATI and staff are attempting to schedule a meeting with Huntley as well.
- 2) Treatment Plant Pavement – A crew from Rose Paving was onsite today doing patches to the interior access roads. They are about halfway done and will be back to finish the work next Friday.
- 3) Holding Tank Refurbishment Project – An inspection was done about a month ago by ATI's structural engineer. A memo with options was prepared and this memo was just delivered to District staff. ATI and staff will go through the report and will come up with repair cost options and estimates.

Attorney's Report:

None.

Unfinished Business:

None.

New Business:

None.

Adjournment:

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

The meeting was adjourned at 7:27pm.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
October 21, 2021**

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 18th day of November, 2021.



President Hansen