

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
November 18, 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, Assistant District Manager Mike Nelson, District Engineer Peter Kolb of Applied Technologies and District Treasurer/Clerk Karen Thompson. District Attorney Ann Williams of Storino, Ramello & Durkin arrived after roll call.

Approval of Minutes:

Motion was made by Trustee Reed and seconded by Trustee Ruzanski to approve the minutes of the Regular Board Meeting of October 21, 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 and seconded by Trustee Ruzanski to approve the Consent Agenda.

- 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 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 October 2021 Treasurer's reports and provided a verbal summary of some of the receipts and expenses. Trustee Ruzanski asked a question about the user charges. District Treasurer provided the detail.

District Treasurer further added that IMRF was not paid in October as the IMRF website was down. Therefore, there will be two IMRF expenses on the November report.

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

Approval of Bills:

District Treasurer indicated that we have started a 60 day free trial of an online bill payment process through FNBO. We are hoping that this will streamline our accounts payable process.

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 Reed to approve the List of Bills for payment totaling \$230,155.87 of which \$90,138.90 is from the Governmental Fund, \$111,146.01 is from the Operations and Maintenance Fund, \$28,870.96 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 October 2021 Manager's Report and provided a verbal summary.

There were four emergency call outs in October. None were the District's problem.

Staff continues to do as much as possible in the collection system while the weather has been decent. Trustee Ruzanski had some questions about the work in the collection system. Assistant District Manager provided insight.

We have paid the annual renewal for our insurance. The best insurance rates came from our current carriers.

One seasonal staff member's last day will be November 24th. As previously communicated via email, the other seasonal staff member will be hired on permanently so we are fully staffed in the maintenance department.

We are currently at 15.3% energy savings as of last week. We are going to get close to a \$16,000 check back. This is on top of all of the money we have already saved. We have also been able to go down to only using one of our four clarifiers.

We will be applying to the State to destroy some of the documents that have been stored onsite for many years. Once we receive approval from the State, we have been advised that AMS Shredding will only charge us \$4.00 per banker's box.

All District staff participated in anti-harassment training on October 5th.

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Motion was made by President Hansen 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 – ATI and District staff met with the Village of Lake in the Hills on October 25th and the Village of Huntley on November 16th. The Village of Lake in the Hills has good data on their discharges and it was determined that three of their wells are the source of barium. Discussions were made with the Village of Lake in the Hills for options to reduce their discharge of barium into the sewer system. The Village of Huntley has a broken meter that monitors flows out of their well which makes it impossible to assess actual flows. We have asked that they get that meter fixed before the end of the year. District staff will be gathering samples from Huntley tomorrow to determine the concentration of barium. ATI and District staff also discussed barium reduction options with Huntley. These meetings with each Village were cordial and they understand the need.
- 2) Treatment Plant Pavement – Pictures of the work on the interior access roads were provided. The invoice from Rose Paving for the interior access roads was approved tonight. Soil borings and surveys have been done in preparation for the front entrance drive project. This project will be done next year and we will go out for bid on it early next year.
- 3) Holding Tank Refurbishment Project –District staff has the report with ATI's recommendations for repair and preliminary cost estimates.

Attorney's Report:

None.

Unfinished Business:

None.

New Business:

District Manager indicated that we have received three applications for the wastewater operator position and all are qualified candidates. She plans to start interviews soon.

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 7:24pm.

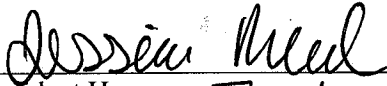
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Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 16th day of December, 2021.



~~President Hansen~~

Trustee Jessica Reed
in President Hansen's
absence