

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
December 21, 2023**

**Roll Call:**

The regular meeting was called to order by President Jessica Reed at 7:00pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Jessica Reed and Trustee Matt Irsay. Trustee Russ Ruzanski was absent. Also in attendance at the Sanitary District offices were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson. District Engineer Bob Doeringsfeld of Applied Technologies was absent.

**Pledge of Allegiance**

**Approval of Minutes:**

Motion was made by Trustee Irsay, seconded by President Reed, to approve the minutes of the Regular Board Meeting of November 16, 2023 as presented. On a roll call vote, President Reed and Trustee Irsay voted aye.

**Public Comments:**

None.

**Consent Agenda:**

- A. Approval of Contractor's Application for Payment No. 3-FINAL to National Power Rodding in the amount of \$30,868.32 for the Lake in the Hills Sanitary District 2023 Sanitary Sewer Lining.

Motion was made by Trustee Irsay and seconded by President Reed to approve the Consent Agenda as presented (Item A). On a roll call vote, President Reed and Trustee Irsay voted aye to approve the Consent Agenda as presented and approve the final pay application to National Power Rodding.

**Treasurer's Report:**

District Treasurer presented final written copies of the November 2023 Treasurer's reports. She highlighted some of the receipts and expenses on each of the reports. She also noted that customer refunds were higher than usual because the check was mailed to the resident who had been double paying for several years. This is the issue that the District Manager spoke about last month. She also advised that we have received all property tax installments from the 2022 levy.

Motion was made by Trustee Irsay and seconded by President Reed to approve the November 2023 Treasurer's reports as presented. On a roll call vote, President Reed and Trustee Irsay 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.

Motion was made by Trustee Irsay and seconded by President Reed to approve the List of Bills as presented. The total approved for payment is \$207,387.08 of which \$26,827.13 is from the Governmental Funds, \$180,559.95 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

The motion passed after a roll call vote; President Reed and Trustee Irsay voted aye to approve the list of bills as presented.

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**Manager's Report:**

District Manager presented a written copy of the November 2023 Manager's report and verbally provided some additional detail.

She highlighted the following items:

- There was 1 emergency call in November and it wasn't a District issue.
- The seawall was approved by the Army Corps and it is now in the permitting stage with the Village of Lake in the Hills.
- There were 5 intruders on District property who were caught on the trail camera on December 9<sup>th</sup>. They broke some fire extinguisher cabinets for the fuel tanks and took a couple of extinguishers. Some of the new barbed wire was also damaged. They have not been back since. Charges will be filed once the intruders are identified.

Motion was made by Trustee Irsay, seconded by President Reed, to approve the November 2023 Manager's report as presented. On a roll call vote, President Reed and Trustee Irsay voted aye.

**Engineer's Report:**

District Engineer Bob Doeringsfeld of Applied Technologies was absent, so District Manager provided an update on the projects they are working on.

These projects are as follows:

1. McHenry County Division of Transportation (MCDOT) Randall Road Project – No updates.
2. District Sanitary Sewer Lining – This project is done. The final pay application was approved tonight.
3. ComEd Energy Efficiency Program Grant – Applied Technologies was approved to be a service provider. They will work with us on energy savings. Payment to Applied Technologies for their work will come directly from ComEd and not us.

**Attorney's Report:**

District Attorney provided some information on her research regarding the back billing of the resident that was discussed last month. The current laws regarding back billing do not apply to sanitary districts, therefore, it is up to us regarding how to handle it. She suggested that once we decide how to proceed, we make it a policy so that future issues would be handled the same way. It was decided that we will send this resident a letter requesting half of the amount that is past due. District Manager will send it out after the holidays.

District Attorney further provided some information about a movement regarding 3 member Boards. Currently, Board members are not allowed to talk outside of meetings. There have been many new 3 member Boards created for each police district in Chicago. The current rules really limit the ability for these Board members to do their work. She believes this will be pending in the general assembly in 2024.

**Unfinished Business:**

None.

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**New Business:**

None.

**Adjournment:**

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

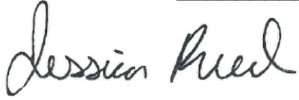
The meeting was adjourned at 7:23pm.

Respectfully submitted,

KT

Karen Thompson,  
District Clerk

APPROVED this 18th day of January, 2024.



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President Reed