

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting & Decennial Committee Meeting Minutes
February 15, 2024**

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, Trustee Russ Ruzanski and Trustee Matt Irsay. Also in attendance at the Sanitary District offices were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Bob Doeringsfeld of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

Pledge of Allegiance

Approval of Minutes:

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski, to approve the minutes of the Regular Board Meeting of January 18, 2024 as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Public Comments:

None.

Consent Agenda:

- A. Approval of Task Order No. 24-01 in the amount of \$19,152 for Engineering Services related to the lining of VCP sewers tributary to the Dam Lift Station and Presidents Section.
- B. Approval of Materials Management Agreement between Synagro and Lake in the Hills Sanitary District.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay to approve the Consent Agenda as presented (Items A & B). On a roll call vote, President Reed and Trustees Ruzanski and Irsay vote aye to approve both Task Order No 24-01 and the Agreement with Synagro as presented.

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the January 2024 Treasurer's reports. She highlighted some of the receipts and expenses on each of the reports. She further added that the customer refunds were higher in January because we received a sewer payment that contained an extra zero which resulted in an overpayment of \$1,800.00.

Trustee Ruzanski had a question about how often the software is updated. District Treasurer provided a response.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the January 2024 Treasurer's reports as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Approval of Bills:

District Treasurer presented a list of bills for approval. The only bill she wanted to highlight was the one from the Village of Lake in the Hills for the JULIE costs, as we only see that invoice one time per year.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting & Decennial Committee Meeting Minutes
February 15, 2024**

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the List of Bills as presented. The total approved for payment is \$137,651.78 of which \$34,707.92 is from the Governmental Funds, \$102,943.86 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 Trustees Ruzanski and Irsay voted aye to approve the list of bills as presented.

Manager's Report:

District Manager presented a written copy of the January 2024 Manager's report and a copy of the 2023 Annual Manager's report. She also verbally provided some additional detail on both reports.

She highlighted the following items on the January 2024 report:

- There were no emergency calls in January.
- James started the annual grease trap inspections and they are going well.
- Some District staff received training on the Portalogic software for the new septic receiving station. In January we received the lowest amount of septage for at least the last five years. We are not sure if it was related to weather, the new system, the rate increase, or a combination of all of these factors.

She highlighted the following items on the Annual Manager's report:

- We only issued 2 permits in 2023.
- District personnel responded to 21 after hours calls. Only 5 of these calls were related to District operations and only 2 of those 5 resulted in a backup or an SSO.
- The only project was for the sewer lining.
- Compared to 2022, in 2023 we wasted less, decanted less and processed a little less.
- We received zero industrial waste in 2023 because our only industrial user's lagoon is out of service. Instead of sending to us, they have been hauling their waste.
- Overtime was mostly for weekend and holiday rounds.

Trustee Ruzanski asked if we have had any more intruders. District Manager stated that we have not.

District Manager further added that everyone should have received their email from the County about the Economic Interest Statements. These are due May 1st.

District Manager indicated that we received a request from the Village of Lake in the Hills to apply for a business license. She responded to the Village with a nice email reminding them that as a utility and local government entity we should not have to apply for their business license. The Village emailed back and stated that we still need fill out the business license application. District Manager elaborated that this license specifically states that the Village has granted us permission to operate. That is not an accurate statement as the Sanitary District is regulated by the State of Illinois' Sanitary District Act of 1917, not from a local ordinance created by the Village. This request seems to be over-stepping and unnecessary. The District Attorney indicated that she could prepare a letter stating that having us apply for a business license is not the best use of our time or their time and to kindly remove us from their list.

We have received the permits from the Army Corps of Engineers for the seawall project and have applied for a permit with the Village of Lake in the Hills. The Village has indicated that we have to complete all of these additional steps for them to issue our permit. The contractor, Shoreline Armor, indicated that they have built seawalls all over McHenry, Lake and Cook counties and have never seen a municipality request all of this additional information before issuing a permit. This will cost us a lot of extra money. District Engineer further added that he has reached out to the County, the

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting & Decennial Committee Meeting Minutes
February 15, 2024**

contractor, and other environmental vendors that they use and none of them have ever had to put together full engineering plans for a project like this. The Village states that there can be a maximum of 5 cubic feet of fill per property. This is in place so that property owners can't just extend their property out into the lake. This can be waived if you can prove that erosion has occurred. District Engineer put together a quick document showing the 1964 as built to prove that erosion has occurred. His conservative estimate shows that there has been about 200 cubic yards of erosion. This means that we could get credit for that; however, we would have to pay for more earth moving, which we don't want to do. Initially, the Village requested full engineered stamped drawings. Now they are working on having us use plat maps to estimate. The District Engineer believes this is not very accurate, as there is nothing to tie that back to.

The Village of Lake in the Hills reached out to the District Manager to indicate that they would like to replace their siren that is on District property. The dilemma is that the siren location is right where all of our air lines, SCADA lines, and transformers are located. We are concerned that those could be damaged. We may request drawings so that we can determine if that would be an issue.

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski, to approve the January 2024 Manager's report and the 2023 Annual Manager's report as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Engineer's Report:

District Engineer Bob Doeringsfeld of Applied Technologies provided a written report and a verbal summary of some of the projects that they are currently working on.

These projects are as follows:

1. McHenry County Division of Transportation (MCDOT) Randall Road Project – District Engineer and District Manager met with them last Friday. The bidding has been pushed out to April. The Village's revamped water main design is now conflicting with the sewer. District Engineer will work with James to investigate the condition of the remaining line to determine the extent of replacement. The District Engineer's estimated budget for this project was prepared quite a while ago and with the continued delays there could be some changes to it.
2. District Sanitary Sewer Lining – Task Order No. 24-01 was approved tonight for the 2024 sewer lining project. Two more sections of the Dam Lift station are included, as well as the Presidents section, which has some root issues in that area. There is about 14,000 feet included in this year's lining project. A kickoff meeting will take place in the future.
3. Development Review – A 2nd review of the Starbucks was completed.
4. ComEd Energy Efficiency Program –They have identified all of the electrical equipment on District property, but they need to get some additional information regarding age and usage. There is a kick off meeting with the District staff on 2/27.
5. District Seawall – this was discussed during the Manager's Report.

Attorney's Report:

There is a Bill that would provide that 2 members of a 3 member body could speak outside of meetings. This was introduced to impact the Chicago District Councils about Police. She will keep us apprised.

Another legislative item that is being discussed is to make Decennial Committee work optional. The current law states that this must be done every 10 years.

Unfinished Business:

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting & Decennial Committee Meeting Minutes
February 15, 2024**

Some additional discussion took place regarding the potential legislation under HB5118. If passed, this Bill would no longer allow land application of sludge. If this Bill would move forward, it would cripple most Sanitary Districts in the State. District Attorney does not believe this Bill will be moved this session.

New Business:

None.

Adjournment:

There being no further business to bring before the Board, Trustee Irsay 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 7:51pm.

Decennial Committee Meeting:

The Decennial Committee Meeting was called to order by President Reed at 7:51pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Jessica Reed, Trustee Russ Ruzanski, Trustee Matt Irsay and Committee Members John Murphy and Steve Zelten. Also present were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Bob Doeringsfeld of Applied Technologies, District Attorney Ann Williams of Storino Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

New Business:

A draft report was presented. The Trustees and Committee Members reviewed the report. There were no additional comments. President Reed made a suggestion of what we could use for the "Recommendations" section of the report. Some discussion took place about whether we have an IGA with the Village of Lake in the Hills for the shared expenses on the JULIE fees. We think it was just a verbal agreement and nothing is in writing; however, we will need to do some additional research to confirm or deny that.

Approval:

Motion was made by Trustee Irsay to approve the draft report with the modifications discussed. Motion was seconded by Trustee Ruzanski. On a roll call vote, President Reed, Trustees Ruzanski and Irsay and Committee Members Murphy and Zelten vote aye.

Public Comments and Survey:

None.

Adjournment:

There being no further business to bring before the Board, Committee Member Murphy made a motion to adjourn the meeting. Committee Member Zelten seconded. The motion passed after a verbal vote. All Board and Committee Members who were present voted aye.

The meeting was adjourned at 8:02pm.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting & Decennial Committee Meeting Minutes
February 15, 2024**

Respectfully submitted,

KT

Karen Thompson,
District Clerk

APPROVED this 21st day of March, 2024.



President Reed