

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
June 20, 2024**

**Swearing in of New Trustee:**

Robert Reining was sworn in by District Clerk.

**Roll Call:**

The regular meeting was called to order by President Jessica Reed at 7:01pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Jessica Reed, Trustee Matt Irsay and Trustee Robert Reining. 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 Public Hearing Meeting and Regular Board Meeting of May 16, 2024 as presented. On a roll call vote, President Reed and Trustees Irsay voted aye. Trustee Reining abstained.

**Public Comments:**

None.

**Consent Agenda:**

None.

**Specific Agenda:**

- A. Voting for President and Vice President

Motion was made by Trustee Reining to postpone the vote for President and Vice President until the July meeting. Motion was seconded by Trustee Irsay. On a roll call vote, President Reed and Trustees Irsay and Reining voted aye.

**Treasurer's Report:**

District Treasurer presented final written copies of the May 2024 Treasurer's reports and verbally provided some additional detail.

She highlighted the following items:

- The audit process is in full swing already this year. She anticipates that the Auditor will have a draft copy ready for the Board at the August meeting.
- May begins the District's new fiscal year and all numbers from the 2024-2025 budget have been integrated into these Treasurer reports.
- She further highlighted some of the atypical expenses and receipts.

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

**Approval of Bills:**

District Treasurer presented a list of bills for approval. She highlighted some of the higher or unusual bills. She also added that we have a new vendor on this list; AMS Store and Shred. This was the vendor we used to shred the 250 boxes of documents that the State approved for destruction.

Motion was made by Trustee Irsay and seconded by Trustee Reining to approve the List of Bills as presented. The total approved for payment is \$192,892.33 of which \$30,636.86 is from the Governmental Funds, \$125,055.47 is from the Operations and Maintenance Funds, \$37,200.00 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 Irsay and Reining voted aye to approve the list of bills as presented.

**Manager's Report:**

District Manager presented a written copy of the May 2024 Manager's report and verbally provided some additional detail.

She highlighted the following items:

- There were no emergency calls in May.
- District Personnel attended a lot of conferences and training events for CEU credits in May.
- The seawall project should be started in the next two weeks. There will be a resident meeting with the 6 residents who will be most affected. This is being coordinated by Luke from Shoreline Armor. One of the bills approved tonight was for another partial payment. After the seawall is completed, the final payment due will be \$60,000.00.

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

**Engineer's Report:**

The District Engineer, Bob Doeringsfeld of Applied Technologies, was absent. He had previously prepared a written report of the projects that they are working on. The verbal report was presented by the District Manager.

The projects they are working on are as follows:

1. McHenry County Division of Transportation (MCDOT) Randall Road Project – There was no evidence of the emerald dragonfly being present, therefore this project will be let in August.
2. District Sanitary Sewer Lining – This project started this week. Even though the contractor knows to use as little pressure as possible while cleaning the lines, there was an issue with one resident's toilet. This created a little bit of a mess in their bathroom which was cleaned up by the contractor. Because of this situation, the contractor has now decided to put out notices regarding the cleaning and to ask residents to reach out to them if there are issues.
3. Development Review – None.
4. ComEd Energy Efficiency Program – We are waiting on some electrical requirements from ComEd.
5. District Seawall – The District manager already provided this update in her report.

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6. Village Projects – They attended a meeting that the Village hosted regarding the street projects that may affect some of the District’s manholes. District Manager added that we had a tree fall and damage some of the fence that was repaired last year. The District Manger reached out to the Village and they came and cleaned it up the next day.

**Attorney’s Report:**

The District Attorney reminded the new Trustee about the OMA requirement that bans communication between constituents of a three member Board outside of the publicly noticed meeting. If they need to communicate, they should do so during the open meeting.

**Unfinished Business:**

District Manager presented the Board with some recommendations for an increase to the raises an employee would receive after certification. The current increases listed in the manual have been in place since the 90’s. Most staff members already have the highest certification, so this would not apply, however, it could help incentivize the younger staff who are not certified at the highest level yet. District Manager used an online inflation calculator to come up with the new increases. If it is okay with the Board, the District Manager would like to have this item on the agenda in July. It was the consensus that this should be considered in July.

**New Business:**

Trustee Irsay suggested that the District rescind the Ordinance that was approved by a previous Board which allowed the option to select the District health insurance in lieu of the cash salary. He is hoping to have this added to next month’s agenda. President Reed concurred.

**Adjournment:**

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


The meeting was adjourned at 7:29pm.

Respectfully submitted,

KT

Karen Thompson,  
District Clerk

APPROVED this 18th day of July, 2024.

  
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President Reed