



# LAKE IN THE HILLS SANITARY DISTRICT

515 PLUM STREET • LAKE IN THE HILLS IL 60156 • P: 847-658-5122 • F: 847-658-4523

**LAKE IN THE HILLS SANITARY DISTRICT  
AGENDA  
REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
December 12, 2019  
7:00 P.M.**

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**Roll Call**

**Approval of the Minutes**

**Public Comments**

**Consent Agenda**

- A. Approval of Ordinance No. 402 - An Ordinance Establishing Limits on Board of Trustee Participation in the Lake in the Hills Sanitary District Group Insurance Benefit Plan.**
- B. Approval of medical coverage change from Humana to Blue Cross Blue Shield, effective January 1, 2020.**
- C. Approval of Change Order No. 2 in the amount of (\$27,148.20) to Schroeder Asphalt Services, Inc. for the Rear Drive Entrance.**
- D. Approval of Direct Payment to Marc Kresmery, LLC in the amount of \$9011.40 which was credited in Change Order No. 2 to Schroeder Asphalt Services, Inc.**
- E. Approval of Contractor's Application for Payment No. 4 in the amount of \$39,029.99 to Schroeder Asphalt Services, Inc. for the Rear Drive Entrance.**
- F. Approval of Contractor's Application for Payment No. 1 in the amount of \$66,761.55 to Kanzler Constructions, LLC for the Richard Taylor Park Bypass Sewer.**



# LAKE IN THE HILLS SANITARY DISTRICT

515 PLUM STREET • LAKE IN THE HILLS IL 60156 • P: 847-658-5122 • F: 847-658-4523

**LAKE IN THE HILLS SANITARY DISTRICT  
AGENDA REGULAR MEETING OF  
THE BOARD OF TRUSTEES  
December 12, 2019  
7:00 p.m.  
Page 2**

## Specific Agenda

**A. Approval of ComEd Memorandum of Understanding, Strategic Energy Management Agreement.**

## Treasurer's Report

### Approval of Bills

**Grand total of all bills presented for approval is \$160,090.80 of which \$35,041.62 is from the General Corporate Fund, \$107,493.78 is from the Operations and Maintenance Fund, \$17,555.40 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.**

## Manager's Report

**Draft Modified NPDES Permit is in public notice period until 12/27/19.**

## Engineer's Report

## Attorney's Report

## Unfinished Business

## New Business

## Adjournment

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
November 14, 2019**

**Roll Call:**

The regular meeting was called to order by President Hansen at 7:00 pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Eric Hansen, Trustee Cheryl Kehoe and Trustee Jessica Reed. Also present were District Manager Tamara Mueller, District Engineer Peter Kolb of Applied Technologies, Attorney Melissa Wolf of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

**Approval of Minutes:**

Motion was made by Trustee Kehoe and seconded by Trustee Reed to approve the Minutes of the Regular Board Meeting of October 10, 2019 as presented. On a roll call vote, President Hansen, Trustee Kehoe and Trustee Reed voted aye.

**Public Comments:**

Joseph Greenwood of Lake in the Hills asked for clarification regarding the delinquent accounts that are being written off this month and the fact that last month there was discussion regarding the push for delinquent accounts in Crystal Lake. President Hansen provided an explanation regarding the write offs. Additionally, he stated that the discussion that took place last month was related to onboarding Crystal Lake for the water shut off program.

Mr. Greenwood applauded the Board in their effort towards transparency, but he understands that there are times when there is a need to keep some personnel issues private. He further stated that he is pleased with the District's current Board and staff. He believes that everyone is very professional and confident in their comments.

**Consent Agenda:**

Motion was made by Trustee Kehoe, seconded by Trustee Reed, to approve the Consent Agenda. There was no additional discussion.

- A. Approval of Final Plat for PetSuites.
- B. Approval of Plat of Easement for Lot 3 in Lakewood Pointe Subdivision (Heathers Senior Living site).
- C. Approval of employee recognition per the District Manager's recommendation.
- D. Approval of writing off uncollectible residential accounts per staff's recommendation.
- E. Award of the Hagele Beach Lift Station project to Martam Construction, Inc. in the amount of \$526,600.00.
- F. Approval of Task Order No. 19-04 to Applied Technologies for the Hagele Beach Lift Station Construction Engineering and Inspection Services in amount of \$58,760.00

On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye to approve the Consent Agenda as presented (Items A through F).

**Specific Agenda:**

A. Appointment of Michael Nelson as Assistant District Manager.

Motion was made by President Hansen and seconded by Trustee Kehoe to approve the Specific Agenda (Item A) and appoint Michael Nelson as Assistant District Manager.

District Manager provided some background regarding the interview and selection process.

On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye. Motion passes and Michael Nelson is appointed as Assistant District Manager.

**Treasurer's Report:**

District Treasurer presented final written copies of the October 2019 Treasurer reports. She also provided a verbal summary of some of the receipts and expenses.

Motion was made by Trustee Kehoe, seconded by Trustee Reed, to approve the October 2019 Treasurer reports. On a roll call vote, President Hansen and Trustees Kehoe and Reed 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. She also brought all of the bills to the meeting in case any Trustee would like to see the detail.

Motion was made by President Hansen and seconded by Trustee Kehoe to approve the List of Bills as presented for payment totaling \$268,456.47 of which \$129,784.07 is from the General Corporate Fund, \$131,450.40 is from the Operations & Maintenance Fund, \$6,472.00 is from the Construction Fund and \$750.00 is from the Bond & Interest Fund.

The motion passed after a roll call vote; President Hansen, Trustee Kehoe and Trustee Reed voted aye. (A list of the approved bills will be kept with the Board Meeting documents).

**Manager's Report:**

District Manager presented a written copy of the October 2019 Manager's Report and provided a verbal summary.

Staff met with Crystal Lake regarding water shut offs for delinquent accounts. That process will begin in January 2020.

There was one call out in October and it was not the District's issue. We also had a sanitary sewer overflow. This overflow was approximately 2 gallons that came out of a manhole when an air relief valve stuck closed. This overflow event has been reported to the IEPA.

There have been some issues with the pumps at the Decatur lift station. One of the large pumps was out for warranty repair. While that pump was out, the other large pump started to have issues. The two remaining small pumps were unable to handle the flows. Therefore, the emergency repair bill from Dreisilker was to get that large pump up and running as quickly as possible. This lift station is now back up and running properly.

James has been trained on our new GIS system. This training was well received. Some other staff attended various conferences in October.

The Board was provided with a letter from our insurance agent regarding our insurance coverage renewal. Our premium is almost the same as last year if we stay with Glatfelter.

Motion was made by President Hansen, seconded by Trustee Kehoe, to approve the October 2019 Manager's Report as presented. On a roll call vote, President Hansen, Trustee Kehoe and Trustee Reed voted aye.

### **Engineer's Report:**

District Engineer Peter Kolb of Applied Technologies provided a written report and a verbal recap.

Regarding Task Order 18-02 (Beach Lift Station Rehab) - The bids were opened on November 7<sup>th</sup>. We received five bids and they ranged in price from \$526,600 to \$1,360,000. The lowest bid was from Martam Construction and this was awarded tonight. Additionally, Task Order 19-04 was approved tonight for the construction engineering and inspection services portion of the Beach Lift Station project.

Regarding Task Order 18-03 (Electrical Service & Plant Power Distribution) – Preparation of the final electrical studies report by Electrical Testing Solutions is proceeding. This report should be completed by December.

Regarding Task Order 19-01 (Rear Entrance Drive Construction Services) – All original project work has been completed. They did not receive a pay request from Schroeder this month. Currently we are retaining \$26,180.59 and this will not be released until Kresmery is paid in full. Another option may be to pay Kresmery from the outstanding retention. District Manager indicated that she received an email from Schroeder today stating that this would be taken care of by December. Final costs will come in under the original award amount.

Regarding Task Order 19-02 (Electrical Upgrades & Filter Building Improvements) – Drawings for the layout of equipment and appurtenances are being prepared. They have a site visit scheduled for next Tuesday to do some additional measurements. Discussions with ComEd on replacement of the main electrical feed are continuing. Construction drawings should be done by the first of the year.

Regarding Task Order 19-03 (Richard Taylor Park Bypass Construction) – This project was previously awarded to Kanzler Construction. Signed agreements and insurance documents are being finalized. Property owners along Patton Avenue have been informed of the pending construction. They are hoping to get this work started next week and have it completed before Thanksgiving.

### **Attorney's Report:**

None.

**Unfinished Business:**

None.

**New Business:**

President Hansen wanted to discuss the outstanding issue with Postl-Yore and the fact that we are holding payment to both him and AMS Mechanical. District Manager provided some background. She believes that the District Attorney sent a letter to Postl-Yore requesting the barium and phosphorus studies reports that are owed to us. Additionally, we need Postl-Yore to sign change order #6, provide us with final lien waivers, prevailing wage documents, O&M Manuals and some parts before we can release payment to AMS Mechanical. Tamara will work with the District Attorney on this issue.

Regarding the barium and phosphorus studies, the District Engineer suggested that we request the documents and analysis that has been completed thus far by Postl-Yore. If this does not include final reports, Applied Technologies could use the documents and analysis to finalize the reports.

**Adjournment:**

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

The meeting was adjourned at 7:37 pm.

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2019 .

\_\_\_\_\_  
President Hansen

\*\*\*\*\*

**Ordinance No. 402**

*An Ordinance Establishing Limits on Board of Trustee Participation in  
the Lake in the Hills Sanitary District Group Insurance Benefit Plan*

\*\*\*\*\*

AN ORDINANCE PASSED BY THE  
PRESIDENT AND BOARD OF TRUSTEES  
OF THE LAKE IN THE HILLS SANITARY DISTRICT ON DECEMBER 12, 2019,  
PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE  
PRESIDENT AND BOARD OF TRUSTEES  
OF THE  
LAKE IN THE HILLS SANITARY DISTRICT

President:	Eric Hansen
Board of Trustees:	Cheryl Kehoe
	Jessica Reed
Clerk:	Karen Thompson

**ORDINANCE NO. 402**

*An Ordinance Establishing Limits on Board of Trustee Participation in  
the Lake in the Hills Sanitary District Group Insurance Benefit Plan*

WHEREAS, the Board of Trustees (“Board”) of the Lake in the Hills Sanitary District is empowered to fix the compensation of all the officers and of the Sanitary District (70 ILCS 2405/4; and

WHEREAS, the employees of the Sanitary District are eligible, as part of their compensation and benefit package, to enroll in the District’s group insurance plan, which includes medical, dental, vision and life insurance coverage; and

WHEREAS, pursuant to 70 ILCS 2405/4, the Board has provided that trustees are entitled to and do receive a salary of \$6000 annually (\$500 monthly);

WHEREAS, the Board has determined that in lieu of taking their annual salary, members of the Board of Trustees may elect to enroll in the Sanitary District’s Group Insurance Benefit Plan.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Lake in the Hills Sanitary District, McHenry County, Illinois, as follows:

SECTION 1: A member of the Board of Trustees may elect to participate in the Sanitary District Group Insurance Benefit Plan if and only if they forego their annual salary in its entirety for each year they elect to participate.

SECTION 2: If a member elects to participate in the Group Insurance Benefit Plan as provided in Section 1, they shall participate in the plan under the same terms and conditions as all other District employees, including but not limited to plan options, cost-sharing, and eligibility requirements.

Ayes:

Nays:

Absent:

Abstain:

APPROVED:

\_\_\_\_\_  
President Eric Hansen

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Karen Thompson, Clerk

Passed:

Approved:

Published:

## CERTIFICATION

I, KAREN THOMPSON, do hereby certify by my signature affixed below that I am the duly appointed and qualified Clerk of the LAKE IN THE HILLS SANITARY DISTRICT, County of McHenry, Illinois, and that as such Clerk, I am the keeper of the ordinances, records, corporate seal and proceedings of the President and Board of Trustees of said Lake in the Hills Sanitary District.

I do hereby further certify that at a meeting of the President and Board of Trustees of the LAKE IN THE HILLS SANITARY DISTRICT, Illinois, held on the 12<sup>th</sup> Day of December, 2019, the foregoing Ordinance titled

*An Ordinance Establishing Limits on Board of Trustee Participation in  
the Lake in the Hills Sanitary District Group Insurance Benefit Plan*

was duly passed and approved by the President and Board of Trustees of the LAKE IN THE HILLS SANITARY DISTRICT, a true and correct copy of which is attached hereto. The passage of said Ordinance was on a roll call vote, on which the vote was as follows:

Ayes:

Nays:

Absent:

Abstain:

I do further certify that on \_\_\_\_\_, 2019, said Ordinance was duly published in pamphlet form.

IN WITNESS WHEREOF, I have above set my hand and caused to be affixed the seal of the LAKE IN THE HILLS SANITARY DISTRICT on the \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Clerk Karen Thompson

Lake in the Hills Sanitary District

December 9, 2019

Lake in the Hills Sanitary District  
515 Plum Street  
Lake in the Hills, Illinois 60156



Re: Rear Drive Entrance  
Schroeder Asphalt Services, Inc. Change Order No. 2

Dear Lake in the Hills Sanitary District Board of Trustees:

We have reviewed the attached Change Order No. 2 for the Rear Drive Entrance Project and recommend approval by the District and signature on Change Order No. 2.

Change Order No. 2 includes the following changes to the Rear Drive Entrance Project:

- Work Change Directive No. 4 – Installation of approximately 145 feet of additional curb and gutter.
  - Cost - \$16,718.50
- Work Change Directive No. 5 – Installation of rip rap at the end of new curb and gutter.
  - Cost - \$3,750.00
- Work Change Directive No. 6 – Lowering the Oak Street gate by approximately 8-inches.
  - Cost - \$4,350.00
- Final Quantities Adjustment – Contract Close Out to actual installed quantities.
  - Credit - \$42,955.28
- Marc Kresmery Construction LLC – Direct Payment
  - Credit - \$9,011.40

The contract change associated with Change Order No. 2 is a Decrease in Contract Price of \$27,148.20. Please call if you have any questions or comments regarding the above.

Sincerely,

Applied Technologies, Inc.



Peter E. Kolb, P.E.

Enclosures

cc: Tamara Mueller, Lake in the Hills Sanitary District

Date of Issuance: \_\_\_\_\_ Effective Date: \_\_\_\_\_  
 Owner: Lake in the Hills Sanitary District Owner's Contract No.: \_\_\_\_\_  
 Contractor: Schroeder Asphalt Services, Inc. Contractor's Project No.: \_\_\_\_\_  
 Engineer: Applied Technologies, Inc. Engineer's Project No.: PN 6336  
 Project: Rear Drive Entrance Contract Name: Rear Drive Entrance

The Contract is modified as follows upon execution of this Change Order:

Description:  
See attached Change Order No. 1 Summary

Attachments: *[List documents supporting change]*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price:  \$ 318,069.85	Original Contract Times: Substantial Completion: <u>August 4, 2019</u> Ready for Final Payment: <u>September 3, 2019</u> days or dates
<del>[Increase]</del> <del>[Decrease]</del> from Increase previously approved Change Orders:  \$ 4,847.00	<del>[Increase]</del> <del>[Decrease]</del> from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order:  \$ 322,916.85	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
<del>[Increase]</del> <del>[Decrease]</del> of this Change Order:  \$ (27,148.20)	<del>[Increase]</del> <del>[Decrease]</del> of this Change Order: Substantial Completion: _____ Ready for Final Payment: <u>September 27, 2019</u> days or dates
Contract Price incorporating this Change Order:  \$ 295,768.65	Contract Times with all approved Change Orders: Substantial Completion: <u>August 4, 2019</u> Ready for Final Payment: <u>September 27, 2019</u> days or dates

By: <u><i>Peter E. Kolb</i></u> Engineer (if required)	By: _____ Owner (Authorized Signature)	By: <u><i>M. A. B. G.</i></u> Contractor (Authorized Signature)
Title: <u>District Engineer</u>	Title: _____	Title: <u>Sr. Project Manager</u>
Date: <u>12/4/2019</u>	Date: _____	Date: <u>12/9/19</u>

Approved by Funding Agency  
(if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

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**CHANGE ORDER NO. 2 SUMMARY**

*Lake in the Hills Sanitary District - Rear Drive Entrance*

**Net cost of items 1 below = \$ (27,148.20)**

**Work Change Directive No. 4**

a. Description:

Installation of 12-inch coir rolls on the south side of section through, at the edge of the shoulder from Sta. 30+40 to Sta. 31+70. Also place 12-inch coir rolls across shoulder every 10 feet.

-Saw cut pavement to create a uniform edge to use as a form for the proposed B6.18 curb.

-Install 145 lineal feet of curb as indicated on the exhibit. East part of curb will be gutter only, to transition to curb and gutter to match north side of pavement. West portion of curb to transition to a “reject slope” as necessary. Location of transitions to be determined in the field. Includes Restoration of disturbed area

- Cost increase of \$ 16,718.50
- Time extension – 24 days

b. Reason for Change:

Erosion of the south shoulder from Sta. 30+40 to Sta. 31+85.

c. Supporting Documents:

WCD No. 4.

**Work Change Directive No. 5**

a. Description:

Installation of rip rap at the end of the new curb north of the pavement near Sta. 30+40.

- Cost increase of \$ 3,750.00
- Time extension – 0 days

b. Reason for Change:

Erosion of the north shoulder at the end of the new curb.

c. Supporting Documents:

WCD No. 5

**Work Change Directive No. 6**

a. Description:

Lower the Oak Street entrance gate by 8 inches and adjust the gate extension as necessary to reduce the clearance of the gate and pavement to under 6-inches.

- Cost increase of \$ 4,350
- Time extension – 0 days

b. Reason for Change:

The Sanitary District’s old sludge drying bed pipes were no longer in use and in the way of the work for the new curb along the beds in Section 2. The decision was made to pay Schroeder to remove the pipes as part of the same project.

c. Supporting Documents:

WCD No. 6

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**Final Quantities Adjustment**

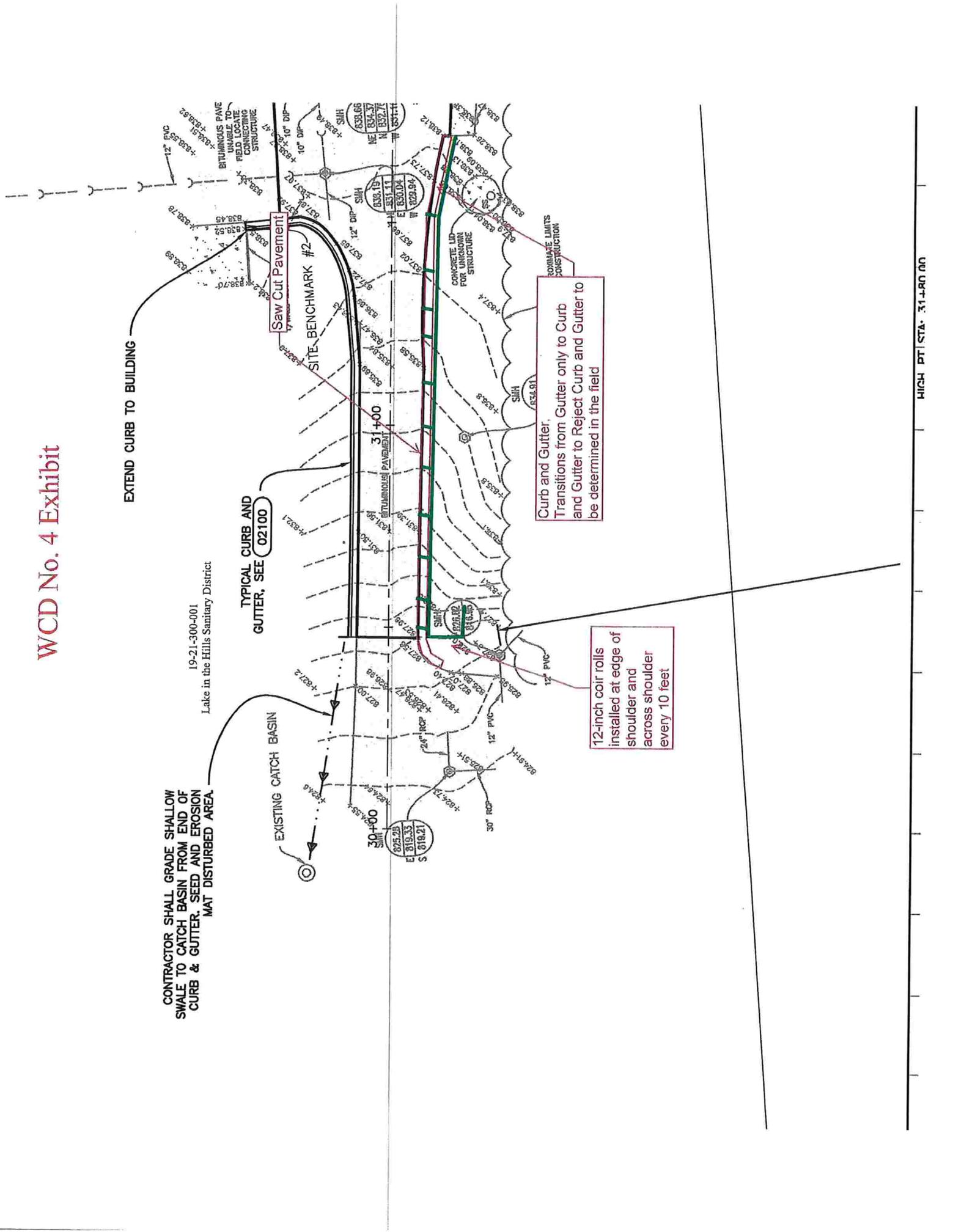
- a. Description:  
To close contract out to actual installed quantities.
  - Cost decrease of \$ 42,955.28
  - Time extension – 0 days
- b. Reason for Change:  
Project Close out
- c. Supporting Documents:  
Final Quantities

**Marc Kresmery Construction LLC – Direct Payment**

- a. Description:  
Repair to Oak Street electrical gate, electric service line.
  - Cost decrease of \$ 9,011.40
  - Time extension – 0 days
- b. Reason for Change:  
Schroeder Asphalt Services, Inc. incurred these repair costs as part of the work. The District will make a direct payment and reduce the overall Contract.
- c. Supporting Documents:  
Marc Kresmery Construction LLC Invoice, dated 7/30/2019



# WCD No. 4 Exhibit



Date of Issuance: 9/3/2019  
 Owner: Lake in the Hills Sanitary District  
 Contractor: Schroeder Asphalt Services.  
 Engineer: Applied Technologies Inc.  
 Project: Rear Drive Entrance

Effective Date: 9/3/2019  
 Engineer's Project No.: 6336  
 Contract Name:

Contractor is directed to proceed promptly with the following change(s):

Install rip rap as indicated on WCD No. 5 Exhibit

Attachments: WCD No. 5 Exhibit (1 page)

**Purpose for Work Change Directive:**

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: *[check one or both of the following]*

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

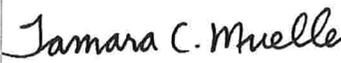
**Estimated Change in Contract Price and Contract Times (non-binding, preliminary):**

Contract Price \$3,750.00 [increase] [decrease].  
 Contract Time TBD days [increase] [decrease].

**Basis of estimated change in Contract Price:**

- Lump Sum  Unit Price
- Cost of the Work  Other

RECOMMENDED:  
 By:   
 Engineer (Authorized Signature)  
 Title: District Engineer  
 Date: 9/3/2019

AUTHORIZED BY:  
 By:   
 Owner (Authorized Signature)  
 Title: District Manager  
 Date: 9/6/19

RECEIVED:  
 By: \_\_\_\_\_  
 Contractor (Authorized Signature)  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

# WCD No. 5 Exhibit

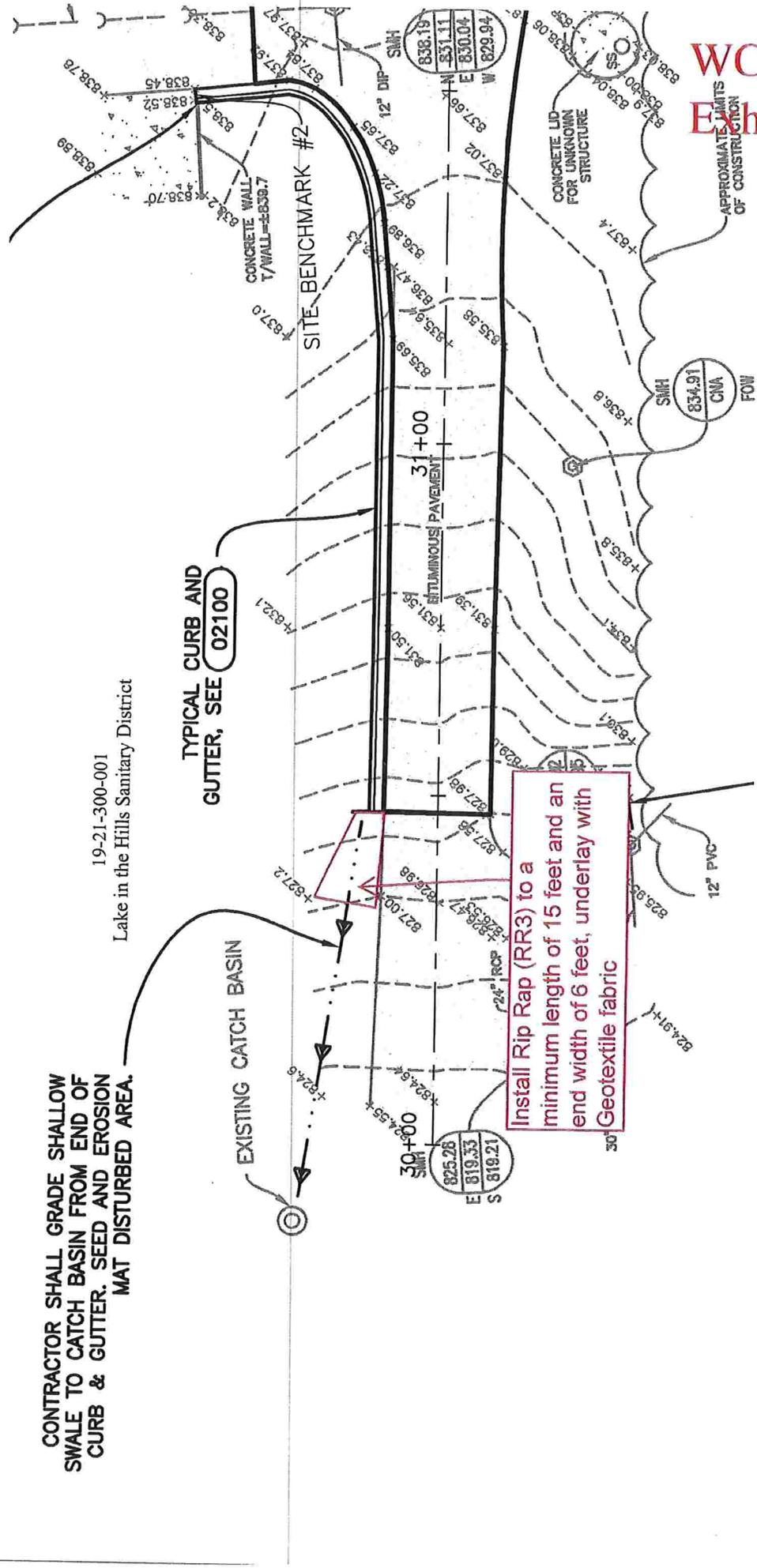
CONTRACTOR SHALL GRADE SHALLOW SWALE TO CATCH BASIN FROM END OF CURB & GUTTER. SEED AND EROSION MAT DISTURBED AREA.

19-21-300-001  
Lake in the Hills Sanitary District

TYPICAL CURB AND GUTTER, SEE 02100

EXISTING CATCH BASIN

Install Rip Rap (RR3) to a minimum length of 15 feet and an end width of 6 feet, underlay with Geotextile fabric



Date of Issuance: 9/3/2019  
 Owner: Lake in the Hills Sanitary District  
 Contractor: Schroeder Asphalt Services.  
 Engineer: Applied Technologies Inc.  
 Project: Rear Drive Entrance

Effective Date: 9/3/2019  
 Engineer's Project No.: 6336  
 Contract Name:

Contractor is directed to proceed promptly with the following change(s):

Lower gate at Oak Street entrance by 8-inches, adjust gate extension as necessary and as discussed in the field

Attachments: NA

**Purpose for Work Change Directive:**

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: *[check one or both of the following]*

- Non-agreement on pricing of proposed change.
- Necessity to proceed for schedule or other Project reasons.

**Estimated Change in Contract Price and Contract Times (non-binding, preliminary):**

Contract Price \$ 4,350.00 [increase] [decrease].  
 Contract Time TBD days [increase] [decrease].

**Basis of estimated change in Contract Price:**

- Lump Sum
- Unit Price
- Cost of the Work
- Other

RECOMMENDED:  
 By: *Peter E. Kolb*  
 Engineer (Authorized Signature)  
 Title: District Engineer  
 Date: 9/3/2019

AUTHORIZED BY:  
 By: *Jamara C. Mueller*  
 Owner (Authorized Signature)  
 Title: District Manager  
 Date: 9/6/19

RECEIVED:  
 By: \_\_\_\_\_  
 Contractor (Authorized Signature)  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_



1725 Weld Road  
Elgin, IL 60123

Voice: (847) 429-0909  
Fax: (847) 429-0930

**Invoice**  
Invoice Number:  
4832

Invoice Date:  
7/30/19

Page:  
1

Sold To:  
LITH Sanitary District  
515 Plum Street  
Lake In The Hills, IL 60102

Customer ID: LITH 2

Customer PO	Payment Terms	Sales Rep ID	Due Date
	Net 7 Days		8/6/19

Description	Amount
Date: 7/5-7/9/19	
Location: South gate	
Description: Repaired hit power cable. Excavated trench, installed new pipe & installed new electrical wire	
Operator & Mini-excavator, 16.5 hours @ \$155.85/hour	2,571.53
Laborer, 28.5 hours @ \$111.32/hour	3,172.62
Electrician, 12.0 hours @ \$135.00/hour	1,620.00
Overtime premium, 3 hours @ \$30/hour	90.00
Electrical Materials: 2 underground junction boxes, PVC conduit and wire (300 LF)	1,557.25

	Subtotal	9,011.40
	Sales Tax	
	Total Invoice Amount	9,011.40
Check No:	Payment Received	
	<b>TOTAL</b>	9,011.40

December 9, 2019

Lake in the Hills Sanitary District  
515 Plum Street  
Lake in the Hills, Illinois 60156



Re: Rear Drive Entrance  
Direct Payment to Marc Kresmery LLC

Dear Lake in the Hills Sanitary District Board of Trustees:

During the Rear Drive Entrance Project the Contractor damaged the electrical service line to the Oak Street entrance electrical gate. The Contract included the following specific note:

“Sanitary District will locate electric service for gate operator in the field and the Contractor shall protect said service for the duration of construction”

The District located the electric service line for the Contractor prior to the damage; therefore, it was deemed that the Contractor was responsible for the repair of the electrical service. The Contractor utilized Marc Kresmery Construction LLC to make the repairs.

During finalization of the Project Pay Application No. 4 it was requested by the Contractor that the District pay Marc Kresmery Construction LLC directly. Therefore, the invoice of \$9,011.40 was included in Change Order No. 2 and results in a direct credit to the Contract Work paid for by the District. Pay Application No. 4 reflects this credit.

We recommend the District directly pay Marc Kresmery Construction LLC the full invoice amount of \$9,011.40.

Please call if you have any questions or comments regarding the above.

Sincerely,  
Applied Technologies, Inc.



Peter E. Kolb, P.E.

Enclosures

cc: Tamara Mueller, Lake in the Hills Sanitary District



1725 Weld Road  
Elgin, IL 60123

Voice: (847) 429-0909  
Fax: (847) 429-0930

**Sold To:**

LITH Sanitary District  
515 Plum Street  
Lake In The Hills, IL 60102

**Invoice**  
Invoice Number: 4832  
Invoice Date: 7/30/19  
Page: 1

Customer ID: LITH 2

Customer PO	Payment Terms	Sales Rep ID	Due Date
	Net 7 Days		8/6/19

Description	Amount
Date: 7/5-7/9/19	
Location: South gate	
Description: Repaired hit power cable. Excavated trench, installed new pipe & installed new electrical wire	
Operator & Mini-excavator, 16.5 hours @ \$155.85/hour	2,571.53
Laborer, 28.5 hours @ \$111.32/hour	3,172.62
Electrician, 12.0 hours @ \$135.00/hour	1,620.00
Overtime premium, 3 hours @ \$30/hour	90.00
Electrical Materials: 2 underground junction boxes, PVC conduit and wire (300 LF)	1,557.25

	Subtotal	9,011.40
	Sales Tax	
	<b>Total Invoice Amount</b>	9,011.40
Check No:	Payment Received	
	<b>TOTAL</b>	9,011.40

December 9, 2019



Lake in the Hills Sanitary District  
515 Plum Street  
Lake in the Hills, Illinois 60156

Re: Rear Drive Entrance  
Schroeder Asphalt Services, Inc. Pay Request #4

Dear Lake in the Hills Sanitary District Board of Trustees:

Schroeder Asphalt Services, Inc. has submitted the attached invoice for Pay Request #4, for the Lake in the Hills Sanitary District Rear Drive Entrance project. We have reviewed the work, invoice, payrolls, and lien waivers and recommend approval of the payment in the amount of **\$ 39,029.99**. This brings the total payments to \$292,810.97.

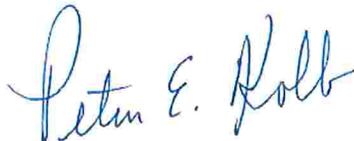
The approved Pay Request includes holding a 1% retainage, or \$2,957.69, until the spring growing season. At that time the restoration would be evaluated, and any required reseeding would be referred to the Contractor for completion prior to the final pay out.

The Project had an Original Contract Price of \$318,069.85 and the Contract has been completed at a price of \$295,768.65.

Please call if you have any questions or comments regarding the above.

Sincerely,

Applied Technologies, Inc.

A handwritten signature in blue ink that reads "Peter E. Kolb".

Peter E. Kolb, P.E.

Enclosures

cc: Tamara Mueller, Lake in the Hills Sanitary District



ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

<b>Contractor's Application for Payment No. 4</b>	
Application Period: Sept-Nov 2019	Application Date: 12/9/2019
To: Lake in the Hills Sanitary District 515 Plum Street Lake in the Hills, IL 60156	Via (Engineer): Applied Technologies, Inc. 468 Park Avenue Lake Villa, IL 60046
Project: Rear Drive Entrance	Contract: 219042
Owner's Contract No.:	Engineer's Project No.: 6336

Application For Payment  
Change Order Summary

Approved Change Orders Number	Additions	Deductions
1	\$4,847.00	
2		\$27,148.20
TOTALS		
	\$4,847.00	\$27,148.20
NET CHANGE BY CHANGE ORDERS		
		-\$22,301.20

1. ORIGINAL CONTRACT PRICE..... \$ 318,069.85
2. Net change by Change Orders..... \$ -22,301.20
3. Current Contract Price (Line 1 + 2)..... \$ 295,768.65
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$ 295,768.65
5. RETAINAGE:
  - a. 1% X \$295,768.65 Work Completed..... \$ 2,957.69
  - b. X Stored Material..... \$ 2,957.69
  - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 5,915.38
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 289,853.27
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 253,780.98
8. AMOUNT DUE THIS APPLICATION..... \$ 36,072.29
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$ 2,957.69

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: *[Signature]* Date: 12/9/19

Payment of: \$ 519,029.99

is recommended by: *Peter E. Pahl* (Engineer) 12-9-2019 (Date)

Payment of: \$ 739,029.99 (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)

**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract): Lake in the Hills Sanitary District  
 Rear Drive Entrance  
 Application Period: Sept-Nov 2019  
 Application Number: 4  
 Application Date: December 9, 2019

Bid Item No.	Item Description	Contract Information			C	D	E	F		G
		Item Quantity	Units	Unit Price				Total Value of Item (\$)	Materials Presently Stored (not in C)	
1-1	Pavement Removal	1,965	SY	\$8.00	1965	\$15,720.00		\$15,720.00	100.0%	
1-2	Earth Excavation	300	CY	\$30.00	666.05	\$9,000.00		\$19,981.50	222.0%	-\$10,981.50
1-3	Pipe Culvert Removal	64	LF	\$7.35	59.42	\$470.40		\$436.74	92.8%	\$33.66
1-4	Pipe Arch Culvert, Class D, Type I, 15-inch Equivalent Round	32	LF	\$68.25	31.7	\$2,184.00		\$2,163.53	99.1%	\$20.47
1-5	Pipe Arch Culvert, Class D, Type I, 18-inch Equivalent Round	32	LF	\$78.75	27.4	\$2,520.00		\$2,157.75	85.6%	\$362.25
1-6	Metal Flared End Section, 15-inch Equivalent Round Size	2	EA	\$210.00	2	\$420.00		\$420.00	100.0%	
1-7	Metal Flared End Section, 18-inch Equivalent Round Size	2	EA	\$262.50	2	\$525.00		\$525.00	100.0%	
1-8	Trench Drain, Detail 02999	28	LF	\$660.00	29.3	\$18,480.00		\$19,338.00	104.6%	-\$858.00
1-9	Subgrade Repair	250	TON	\$42.00	294.69	\$10,500.00		\$12,376.98	117.9%	-\$1,876.98
1-10	Grading and Shaping Ditches	325	LF	\$16.00	61.7	\$5,200.00		\$9,872.00	189.8%	-\$4,672.00
1-11	Aggregate Base Course, Type B	1355	TON	\$17.15	934.6	\$23,238.25		\$16,028.39	69.0%	\$7,209.86
1-12	Hot Mix Surface Removal- Butt Joint	160	SY	\$6.00		\$960.00		\$28,120.00	100.0%	\$960.00
1-13	Hot Mix Asphalt Binder Course, IL-19.0, N50	370	TON	\$76.00	370	\$28,120.00		\$41.40	100.0%	
1-14	Bituminous Materials (Prime Coat)	4140	LBS	\$0.01	4140	\$41.40		\$21,250.00	100.0%	
1-15	Hot-Mix Asphalt Surface Course,	250	TON	\$85.00	250	\$21,250.00		\$1,720.96	67.2%	\$839.04
1-16	Aggregate Shoulders Type B	80	TON	\$32.00	53.78	\$2,560.00		\$4,700.00	100.0%	
1-17	Erosion Control	1	LS	\$4,700.00	1	\$4,700.00		\$2,754.00	85.0%	\$486.00
1-18	Seeding, Class 1A	0.2	ACRE	\$16,200.00	0.17	\$2,754.00		\$3,930.00	100.0%	
1-19	Storm Inlet, Detail 02997	2	EA	\$1,965.00	2	\$3,930.00		\$5,508.72	99.4%	\$35.28
1-20	12-inch Dia High Density Polyethylene Dual Wall Drainage	110	LF	\$50.40	109.3	\$5,544.00		\$1,300.00	100.0%	
1-21	Metal Flared End Section, 12-inch	1	EA	\$130.00	1	\$130.00		\$9,297.12	99.3%	\$62.88
2-1	Pavement Removal	1,170	SY	\$8.00	1162.14	\$9,360.00		\$11,621.40	180.2%	-\$5,171.40
2-2	Earth Excavation	215	CY	\$30.00	387.38	\$6,450.00		\$814.20	80.5%	\$197.80
2-3	Pipe Culvert Removal	44	LF	\$23.00	35.4	\$1,012.00		\$3,811.50	82.5%	\$808.50
2-5	Pipe Arch Culvert, Class D, Type I, 18-inch Equivalent Round	44	LF	\$105.00	36.3	\$4,620.00		\$630.00	100.0%	
2-7	Metal Flared End Section, 18-inch Equivalent Round Size	2	EA	\$315.00	2	\$630.00		\$12,168.44	80.6%	\$2,923.56
2-9	Subgrade Repair	300	TON	\$42.00	709.53	\$12,600.00		\$16,720.00	100.0%	\$240.00
2-11	Aggregate Base Course, Type B	880	TON	\$17.15	709.53	\$15,092.00		\$12.00	48.8%	\$12.60
2-12	Hot Mix Surface Removal- Butt Joint	40	SY	\$6.00		\$240.00		\$12,750.00	100.0%	\$760.00
2-13	Hot Mix Asphalt Binder Course, IL-19.0, N50	220	TON	\$76.00	220	\$16,720.00		\$155.53	45.3%	\$187.47
2-14	Bituminous Materials (Prime Coat)	2460	LBS	\$0.01	1200	\$24.60		\$105.30	6.5%	\$1,514.70
2-15	Hot-Mix Asphalt Surface Course,	150	TON	\$85.00	150	\$12,750.00		\$5,880.00	98.8%	\$73.50
2-16	Aggregate Shoulders Type B	20	TON	\$38.00		\$760.00		\$4,710.96	66.2%	\$2,409.04
2-17	Erosion Control	70	SY	\$4.90	31.74	\$343.00		\$8,331.00	115.7%	-\$1,131.00
2-18	Seeding, Class 1A	0.1	ACRE	\$16,200.00	0.0065	\$1,620.00		\$5,810.42	52.1%	\$5,337.08
2-22	Concrete Gutter, 24-inch, Detail 02998	162	LF	\$36.75	160	\$5,955.50		\$1,869.60	14.9%	\$10,670.40
3-1	Pavement Removal	890	SY	\$8.00	588.87	\$7,120.00				
3-2	Earth Excavation	240	CY	\$30.00	277.7	\$7,200.00				
3-9	Subgrade Repair	250	TON	\$42.00	338.8	\$10,500.00				
3-11	Aggregate Base Course, Type B	650	TON	\$17.15		\$11,147.50				
3-12	Hot Mix Surface Removal- Butt Joint	220	SY	\$6.00		\$1,320.00				
3-13	Hot Mix Asphalt Binder Course, IL-19.0, N50	165	TON	\$76.00	24.6	\$12,540.00				

**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract): Lake in the Hills Sanitary District  
Rear Drive Entrance  
Application Period: Sept.-Nov 2019  
Application Number: 4  
Application Date: December 9, 2019

Bid Item No.	Item Description	Contract Information				C	D	E	F	G	
		Item Quantity	Units	Unit Price	Total Value of Item (\$)						
3-14	Bituminous Materials (Prime Coat)	1870	LBS	\$0.01	\$18.70					\$18.70	
3-15	Hot-Mix Asphalt Surface Course, Mix "C", NSO	110	TON	\$85.00	\$9,350.00	77.28	\$6,568.80		\$6,568.80	70.3%	\$2,781.20
3-16	Aggregate Shoulders Type B	30	TON	\$32.00	\$960.00						\$960.00
3-17	Erosion Control	620	LS	\$4.90	\$3,038.00	333.03	\$1,631.85		\$1,631.85	53.7%	\$1,406.15
3-18	Seeding, Class 1A	0.2	ACRE	\$16,200.00	\$3,240.00	0.02	\$324.00		\$324.00	10.0%	\$2,916.00
3-23	Concrete Curb & Gutter, B.6.18, Detail 02100	122	LF	\$38.75	\$4,727.50	122	\$4,727.50		\$4,727.50	100.0%	
WCD01	Geotextile Fabric	460	SY	\$2.00	\$920.00		\$920.00		\$920.00	100.0%	
WCD02	4" Pipe Extension	1	LS	\$1,947.00	\$1,947.00	1	\$1,947.00		\$1,947.00	100.0%	
WCD03	Remove Sludge Drying Bed Pipes	4	EA	\$495.00	\$1,980.00	4	\$1,980.00		\$1,980.00	100.0%	
WCD04	Installation of Curb in Section 3	1	LS	\$16,718.50	\$16,718.50	1	\$16,718.50		\$16,718.50	100.0%	
WCD05	Installation of Rip Rap in Section 3	1	LS	\$3,750.00	\$3,750.00	1	\$3,750.00		\$3,750.00	100.0%	
WCD06	Oak Street Gate Adjustment	1	LS	\$4,350.00	\$4,350.00	1	\$4,350.00		\$4,350.00	100.0%	
	Final Quantities Adjustment	1	LS	-\$42,955.28	-\$42,955.28						
	Direct Payment to Marc Kresmery Construction, LLC	1	LS	-\$9,011.40	-\$9,011.40		-\$9,011.40		-\$9,011.40	100.0%	
<b>Totals</b>							<b>\$295,768.65</b>		<b>\$295,768.65</b>	<b>100.0%</b>	

December 10, 2019

Lake in the Hills Sanitary District  
515 Plum Street  
Lake in the Hills, Illinois 60156



Re: Richard Taylor Park Bypass Sewer  
Kanzler Construction, LLC. Pay Request #1

Dear Lake in the Hills Sanitary District Board of Trustees:

Kanzler Construction, LLC has submitted the attached invoice for Pay Request #1, for the Lake in the Hills Sanitary District Richard Taylor Park Bypass Sewer project. We have reviewed the work and invoice and recommend approval of the payment in the amount of **\$66,761.55** pending receipt and review of lien waivers and certified payroll.

The recommended approved payment includes holding a retainage of \$ 7,417.95. Work in this invoice included pavement removal, installation of the new manhole, 180 feet of sanitary sewer, and 2 residential sanitary sewer reconnections. Work remaining includes installation of remaining sanitary sewer pipe, asphalt paving, and restoration (seeding and erosion control).

Please call if you have any questions or comments regarding the above.

Sincerely,

Applied Technologies, Inc.



Peter E. Kolb, P.E.

Attachment

cc: Tamara Mueller, Lake in the Hills Sanitary District



**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract): Lake in the Hills Sanitary District  
 Rear Drive Entrance  
 Application Period: November 22-December 6, 2019  
 Application Number: 1  
 Application Date: December 9, 2019

A		B			C		D		E		F	
Bid Item No.	Item Description	Contract Information			Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)		
		Item Quantity	Units	Unit Price							Total Value of Item (\$)	
1	Pavement Removal	450	SY	\$8.67	110	\$953.70		\$953.70	24.4%	\$2,947.80		
2	8-inch PVC Pressure Pipe Sewer with Granular backfill (8-11 ft), including existing sewer removal	220	LF	\$291.81	180	\$52,525.80		\$52,525.80	81.8%	\$11,672.40		
3	48-inch diameter sanitary sewer drop manhole, including drop connection, with granular backfill	1	EACH	\$16,000.00	0.85	\$13,600.00		\$13,600.00	85.0%	\$2,400.00		
4	CLSM Backfill, Including Water Main V-Bio Encasement	10	CY	\$300.00						\$3,000.00		
5	10-inch Thick Aggregate Base Course, Type B	230	TON	\$30.00						\$6,900.00		
6	HMA Binder Course, IL-19.0, N50	60	TON	\$150.00						\$9,000.00		
7	Bituminous Materials (Prime Coat)	850	LBS	\$2.36						\$2,006.00		
8	HMA Surface Course, Mix "C", N50	50	TON	\$180.00						\$9,000.00		
9	Erosion Control	1	LS	\$1,000.00						\$1,000.00		
10	Seeding, Class 1A	0.1	ACRE	\$30,000.00						\$3,000.00		
11	Service Reconnection	3	Each	\$2,500.00	2	\$5,000.00		\$5,000.00	66.7%	\$2,500.00		
12	Internal Chimney Seal, Sta. 12+70	1	Each	\$750.00						\$750.00		
13	Existing Structure Removal, Sta. 11+85	1	Each	\$1,800.00	1	\$1,800.00		\$1,800.00	100.0%			
14	Sewer Abandonment - Sta. 10+70 to 11+80	1	LS	\$300.00	1	\$300.00		\$300.00	100.0%			
15	Test Pit	2	Each	\$2,000.00						\$4,000.00		
16	Inspection and Testing Allowance	1	LS	\$5,000.00						\$5,000.00		
	CCDD Certification Allowance	1	LS	\$3,000.00						\$3,000.00		
<b>Totals</b>						<b>\$74,179.50</b>		<b>\$74,179.50</b>	<b>52.9%</b>	<b>\$66,176.20</b>		

## Memorandum of Understanding Strategic Energy Management Agreement

### Participant Information

Company Name:			
Contact name:	Title:		
Contact cell or telephone:	Email:		
Facility address:	City:	State:	Zip:

### Overview

Welcome to ComEd’s Energy Efficiency Program’s Strategic Energy Management (SEM) offering administered by Cascade Energy, Inc. SEM is a long-term energy efficiency program offered to qualifying industrial customers of ComEd. Participating facilities engage with Cascade Energy, Inc. (“Cascade Energy”) and a cohort of industrial peer organizations to establish an energy management program that engages facility staff to identify and implement energy saving projects and track energy performance. As a Participant, your organization will receive:

- Energy management training and education for your staff – both one-on-one at your facility and with peers from other industrial facilities via seven in-person workshops;
- Technical assistance for identifying and implementing energy projects;
- Coaching and mentoring at the Executive Sponsor, Energy Champion, and energy team levels;
- Tools for tracking energy performance and quantifying energy savings;
- If eligible, assistance with quantifying and documenting energy-savings for cash incentives regarding completed energy projects and energy savings achieved.

There is no cost to participate in this two-year offering.

### Industrial SEM Offering Components and Expectations

#### 1. Commitment to and participation in SEM activities

This offering requires the sustained assistance of Participant’s personnel, and that Participant commits to, and will allocate personnel in support of, the following activities:

- Assign key roles and responsibilities detailed in Appendix A.
- Establish and support an energy team which meets regularly and implements an energy management plan according to the guidance provided in workshops.

- Send the Energy Champion, and ideally one additional energy team member, to each energy management workshop (which take place in the local region). There will be seven (7) workshops over the course of two years. Cascade Energy will provide a workshop schedule.
- Complete two facility energy scans in collaboration with Cascade Energy and subcontractors.
- Implementation of feasible low/no-cost energy saving projects identified during SEM activities.
- Give site access to Cascade Energy and contractors to support SEM activities.
- Work with Cascade Energy, contractors and provided tools to support energy savings tracking, documentation, and reporting.

Participant is responsible for the performance of its employees, agents, and contractors, and for the accuracy and completeness of all data and information provided to Cascade. Cascade Energy is responsible in turn for its own employees, agents, and contractors, and this team is committed to supporting Participant in developing the SEM offering.

## 2. Data Sharing – Production and Energy

Participant agrees to share relevant facility-specific data on a timely basis with Cascade Energy for use in baseline energy analysis and development of tools to measure energy performance. Such data includes:

- Energy data, including electricity and natural gas usage data
- Facility operational data, including but not limited to production, operating schedules, etc.
- Energy project activity and status

## 3. Incentives

Participants may become eligible for incentives when participating in SEM. These incentives are based on both key milestones achieved as well as energy savings calculated through the Participant's normalized energy consumption model, after netting out savings associated with incented capital projects during the same time period. Participants who comply with all offering requirements are eligible to receive up to \$4,000 in key milestone incentives and a post-measurement performance incentive of \$0.01/kWh of normalized metered data on energy saved. Performance incentives are processed for payment two times during the offering—once after the end of the first year, and a second time after the end of the second year. Final determination of eligibility for performance-based incentive payments, and payment amounts rests solely with ComEd.

Reported energy savings and any associated costs must be verified and approved by ComEd in order to qualify for incentives.

## 4. Engagement Period

The engagement period for SEM is 2 years, and it follows a pre-defined timeline of activities and workshops. Participant agrees to cooperate with Cascade Energy for the duration of the 2-year period. Cascade Energy will alert Participant of the start date of the engagement period with a reasonable amount of notice.

5. Privacy Notice

Other than the need to share the data with ComEd, Cascade will treat Participant’s data as confidential. Should a need arise to share information other than with ComEd, Cascade will request Participant’s written consent. ComEd shares data in accordance with its privacy notices, which can be found at: <http://www.exeloncorp.com/privacy-policy>.

Commitment to Participate in SEM Offering

By signing and submitting this Agreement, the company named above ("Participant") so agrees

Participant Representative:

Print Name:	Job Title:
Signature:	Date:

Cascade Energy Representative:

Print Name:	Job Title:
Signature:	Date:

## Appendix A – Strategic Energy Management Roles and Responsibilities

The following elements help contribute to an effective SEM offering:

- a) timely access to Participant’s data and information;
- b) developing the awareness and skill set of Participant’s personnel;
- c) delegating to Participant’s energy team the ability to make and timely communicate decisions;
- d) promptly notifying Cascade Energy of any issues or concerns.

To support those elements, Participant designates the following personnel to fulfill the roles and responsibilities described below.

### Executive Sponsor

- Provide senior leadership support to the Energy Champion and energy team.
- Help communicate throughout the facility that energy efficiency is important and requires the support of all facility staff.
- Help resolve issues and make decisions to ensure success in the offering.
- Allow the Energy Champion and other energy team members to invest time in identifying and implementing energy saving projects, as well as participate in all SEM activities.
- Set reasonable expectations to review SEM accomplishments and facility energy performance with the Energy Champion and energy team members.

Print Name:	Job Title:
-------------	------------

### Energy Champion

- Act as committee chairperson for the energy team, coordinating all activities related to energy saving initiatives, projects and practices and communication with leadership.
- Recruit an energy team of facility coworkers and hold regular energy team meetings.
- Coordinate with Cascade Energy’s SEM coaching team, and attend, along with one or more coworkers, all SEM workshops.
- Ensure that all energy savings activities are tracked and documented in Energy SENSEI.
- Work with energy team to train and motivate facility staff to support energy goals.

Print Name:	Job Title:
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### Data Master

- Work with Cascade Energy’s SEM coaching team to identify and share relevant energy and production data. Data sharing should be on at least a monthly basis.
- Update energy performance tracking results with support from Cascade Energy.

Print Name:	Job Title:
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**LAKE IN THE HILLS SANITARY DISTRICT**  
**MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS**  
 Month of November, 2019

		BANK BAL AT BEGINNING OF PRIOR MONTH	BANK BAL AT BEGINNING OF THE CURRENT MONTH	BANK BAL AT THE BEGINNING OF THE FY	
<b>Beginning Cash and Investments</b>					
First National Bank - O & M Account	O&M	242,081.17	685,203.72	554,828.09	
First National Bank - Certificate Fund	Bond & Int	93,569.44	83,394.52	27,978.27	
First National Bank - Depreciation Account	Construction	2,151,793.28	2,169,436.13	2,040,661.06	
First National Bank - Surplus Funds	Construction	168,498.18	135,344.03	37,837.21	
First National Bank - Bond & Interest Fund	Bond & Int	753,810.50	701,680.32	606,836.79	
First National Bank - Sinking Funds	Bond & Int	786,125.21	801,036.56	711,620.02	
Algonquin Bank & Trust - Cash Mgr	O&M	736,122.91	1,006,464.83	939,069.95	
Algonquin Bank & Trust - Operating	O&M	195.00	158.00	1,634.00	
Home State Bank	O&M	15,081.85	17,568.46	11,609.76	
Illinois State Bank	O&M	6,846.78	7,994.60	5,016.95	
Credit Cards		(276.87)	(484.15)	(145.19)	
<b>TOTAL BEGINNING CASH AND INVESTMENTS</b>		<b>4,953,847.45</b>	<b>5,607,797.02</b>	<b>4,936,946.91</b>	
<b>SEWERAGE FUNDS</b>					
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
<b>Revenues and Receipts</b>					
Sewer Bill Income/User Charges		767,866.92	88,066.47	1,914,570.80	3,600,000.00
Septage Income		47,871.72	18,636.00	213,417.16	200,000.00
Wastewater Discharge Income		11,874.69	-	26,365.43	45,000.00
Refunds		(587.93)	(401.85)	(5,638.06)	-
Connection/Tap-On Fees		16,305.71	10,400.00	115,105.71	110,000.00
Annexation Fees (inc. GIS)		-	-	-	5,000.00
Downstream & Misc Charges		-	-	-	500.00
Liftstation Recapture		-	-	-	-
Gain/Loss - Sale of Equipment		-	-	-	-
Rebates or Grants Received		80,874.57	-	80,874.57	-
Interest Income		2,718.24	2,407.33	19,427.48	25,000.00
<b>TOTAL REVENUES AND RECEIPTS</b>		<b>926,923.92</b>	<b>119,107.95</b>	<b>2,364,123.09</b>	<b>3,985,500.00</b>
<b>Expenditures</b>					
<b>PERSONNEL SERVICES</b>					
District Personnel Salaries		42,488.23	48,673.43	318,130.07	604,000.00
<b>ADMINISTRATIVE EXPENSES</b>					
Telephone		216.56	214.82	1,497.45	3,000.00
Postage		270.99	648.40	9,671.86	20,000.00
Printing and Publications		-	550.64	605.10	2,000.00
Office Supplies		311.96	1,189.31	3,496.24	7,500.00
Collection and Billing Expenses		4,707.51	8,958.43	43,038.13	75,000.00
Professional Services		330.84	96.87	1,815.62	10,000.00
Training, Travel and Education		1,495.00	1,350.00	3,095.00	5,000.00
Computer Hardware, Software, and Support		253.35	1,241.00	29,536.59	70,000.00
Community Affairs		-	-	-	2,000.00
Medical and Life Insurance		19,470.48	21,061.77	147,913.48	275,000.00
		27,056.69	35,311.24	240,669.47	469,500.00
<b>OPERATIONS AND MAINTENANCE</b>					
Operating Supplies		2,850.03	2,418.10	28,587.76	60,000.00
Maintenance and Repair (Plant)		894.69	6,662.29	41,462.71	150,000.00
Maintenance and Repair (Collection Systems)		156.00	39,710.67	73,664.70	310,000.00
Utilities and Energy		29,240.03	29,202.15	250,274.39	420,000.00
Grounds Upkeep		1,480.00	1,544.00	14,589.55	30,000.00
Gasoline/Oil		1,743.79	585.37	6,666.02	20,000.00
Computer and Support Services		-	-	-	2,000.00
Emergency Communications		8,873.89	7,193.53	50,860.32	65,000.00
Sludge Management		24,966.45	6,720.00	59,314.63	250,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Professional Services	2,883.00	2,486.60	14,016.76	24,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	-	17,500.00	28,500.00
GIS	-	-	-	10,000.00
	<u>73,087.88</u>	<u>96,522.71</u>	<u>556,936.84</u>	<u>1,379,500.00</u>

**Expenditures (continued)**

**CAPITAL IMPROVEMENTS**

New Construction	33,200.00	6,472.00	429,193.43	2,500,000.00
Plant Equipment	-	-	-	30,000.00
Collection System	-	-	4,842.50	300,000.00
Vehicles	-	-	15,236.00	45,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	16,616.00	3,742.00	121,599.80	375,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>49,816.00</u>	<u>10,214.00</u>	<u>570,871.73</u>	<u>3,256,000.00</u>

**BOND TRANSFERS**

2008 Debt Certificates, Principal	-	-	-	110,000.00
2008 Debt Certificates, Interest	23,700.01	-	23,700.01	48,000.00
Administration Fees - 2008 Debt Certs	-	-	-	3,500.00
	<u>23,700.01</u>	<u>-</u>	<u>23,700.01</u>	<u>161,500.00</u>

Series 2014 Bond, Principal	-	-	-	110,000.00
Series 2014 Bond, Interest	54,918.75	-	54,918.75	112,000.00
Administration Fees - 2014 Series Bond	-	750.00	750.00	3,500.00
	<u>54,918.75</u>	<u>750.00</u>	<u>55,668.75</u>	<u>225,500.00</u>

**CONTINGENT AND MISCELLANEOUS EXPENSES**

Not Otherwise Appropriated	15.60	-	15.60	3,000.00
	<u>15.60</u>	<u>-</u>	<u>15.60</u>	<u>3,000.00</u>

**TOTAL EXPENDITURES**

	<u>271,083.16</u>	<u>191,471.38</u>	<u>1,765,992.47</u>	<u>6,099,000.00</u>
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**EXCESS OF REVENUES OVER (UNDER) EXPENDITURES**

	<u>655,840.76</u>	<u>(72,363.43)</u>	<u>598,130.62</u>	<u>(2,113,500.00)</u>
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		BANK BALS AT END OF THE PRIOR MONTH	BANK BALS AT END OF THE CURRENT MONTH	BANK BALS AT THE END OF MAY
<b>Ending Cash and Investments</b>				
First National Bank - O & M Account	O&M	685,203.72	499,352.32	361,425.46
First National Bank - Certificate Fund	Bond & Int	83,394.52	96,916.55	40,988.34
First National Bank - Depreciation Account	Construction	2,169,436.13	2,188,665.53	2,054,418.48
First National Bank - Surplus Funds	Construction	135,344.03	228,926.08	13,843.29
First National Bank - Bond & Interest Fund	Bond & Int	701,680.32	764,942.77	673,153.54
First National Bank - Sinking Fund	Bond & Int	801,036.56	815,913.34	726,516.75
Algonquin Bank & Trust - Cash Mgr.	O&M	1,006,464.83	928,369.40	976,298.75
Algonquin Bank & Trust - Operating	O&M	158.00	158.00	421.00
Home State Bank	O&M	17,568.46	17,727.56	11,776.61
Illinois State Bank	O&M	7,994.60	8,074.12	5,017.16
Credit Cards	O&M	(484.15)	(349.25)	(469.35)

**TOTAL ENDING CASH AND INVESTMENTS**

	<u>5,607,797.02</u>	<u>5,548,696.42</u>	<u>4,863,390.03</u>
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**SEWERAGE FUNDS**

**LAKE IN THE HILLS SANITARY DISTRICT**  
**MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS**

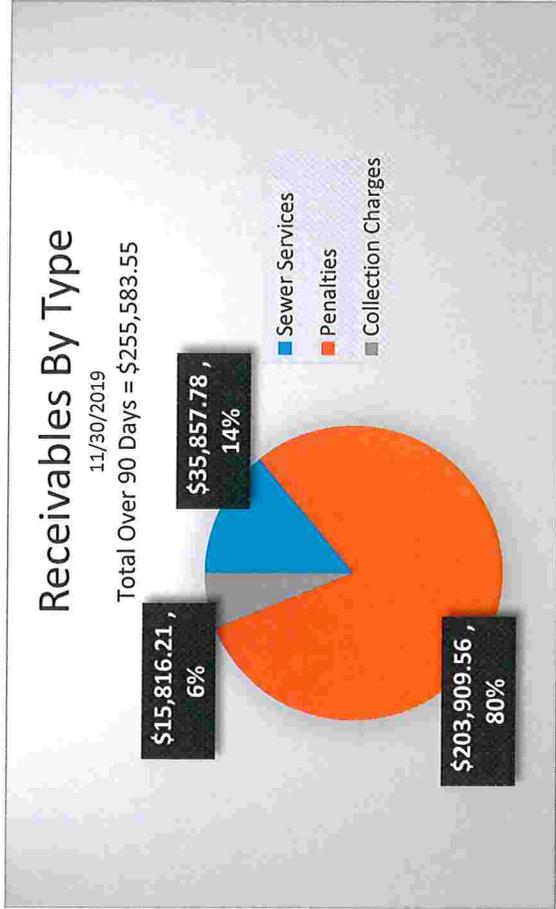
Month of November, 2019

	BANK BAL AT BEGINNING OF PRIOR MONTH	BANK BAL AT BEGINNING OF THE CURRENT MONTH	BANK BAL AT THE BEGINNING OF THE FY	
<b>Beginning Cash and Investments</b>				
First National Bank	1,688,213.28	1,656,613.75	1,322,636.54	
Credit Cards	(420.25)	(767.48)	-	
<b>TOTAL BEGINNING CASH AND INVESTMENTS</b>	<b>1,687,793.03</b>	<b>1,655,846.27</b>	<b>1,322,636.54</b>	
	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
<b>Revenues and Receipts</b>				
<b>Real Estate Taxes</b>				
General Fund	120,199.67	1,372.94	287,379.41	240,000.00
Audit Fund	8,617.84	98.45	20,604.00	10,000.00
Chlorination Fund	7,022.02	80.23	16,788.60	15,000.00
Liability Insurance Fund	60,867.58	695.22	145,525.24	135,900.00
Social Security Fund	20,746.60	236.96	49,601.97	45,000.00
Retirement Fund	47,238.57	539.57	112,940.33	98,100.00
Replacement Taxes	-	-	1,277.35	-
Interest Income	334.35	264.30	2,182.77	1,000.00
<b>TOTAL REVENUES AND RECEIPTS</b>	<b>265,026.63</b>	<b>3,287.67</b>	<b>636,299.67</b>	<b>545,000.00</b>
<b>Expenditures</b>				
<b>GENERAL FUND</b>				
<b>PERSONNEL SERVICES</b>				
Salaries of Trustees, Manager, Treasurer & Clerk	13,985.41	14,085.17	96,290.96	175,000.00
<b>CONTRACTUAL SERVICES</b>				
Professional Engineering	4,370.00	3,536.00	36,411.00	45,000.00
Legal Services	13,638.40	805.00	44,962.17	36,000.00
Other Professional Services	-	-	-	5,000.00
	18,008.40	4,341.00	81,373.17	86,000.00
<b>ADMINISTRATIVE EXPENSES</b>				
Printing, Publications	53.59	755.10	2,892.68	5,000.00
Office Supplies, Equipment	203.09	-	266.65	3,000.00
Postage	-	-	563.00	1,000.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	102.00	102.00	1,000.00
Memberships and Dues	-	60.00	190.00	4,000.00
	256.68	917.10	4,014.33	18,000.00
<b>OPERATING EXPENSES</b>				
Building and Grounds Upkeep	830.86	-	5,161.23	15,000.00
Utilities	264.89	897.66	9,117.26	30,000.00
J.U.L.I.E.	-	-	-	3,000.00
Training and Education	-	-	-	2,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	938.52	-	2,546.30	8,000.00
	2,034.27	897.66	16,824.79	60,000.00
<b>CONTINGENT AND MISCELLANEOUS EXPENSES</b>				
Not Otherwise Appropriated	-	-	-	1,000.00
	-	-	-	1,000.00
<b>TOTAL GENERAL FUND</b>	<b>34,284.76</b>	<b>20,240.93</b>	<b>198,503.25</b>	<b>340,000.00</b>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
<b>Expenditures (continued)</b>				
CHLORINATION FUND	1,425.60	1,470.10	6,330.30	24,000.00
	<u>1,425.60</u>	<u>1,470.10</u>	<u>6,330.30</u>	<u>24,000.00</u>
AUDIT FUND	10,000.00	-	10,000.00	20,000.00
	<u>10,000.00</u>	<u>-</u>	<u>10,000.00</u>	<u>20,000.00</u>
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	3,939.00	-	7,878.00	24,000.00
Property	-	44,835.00	44,835.00	45,000.00
Vehicles	245.00	8,656.00	8,901.00	18,000.00
General Liability	-	52,157.00	52,157.00	80,000.00
Administrative Fee	119.00	-	238.00	800.00
	<u>4,303.00</u>	<u>105,648.00</u>	<u>114,009.00</u>	<u>167,800.00</u>
SOCIAL SECURITY FUND	4,380.62	4,494.26	31,267.92	55,000.00
	<u>4,380.62</u>	<u>4,494.26</u>	<u>31,267.92</u>	<u>55,000.00</u>
IMRF FUND	11,143.82	11,982.13	81,717.22	230,000.00
	<u>11,143.82</u>	<u>11,982.13</u>	<u>81,717.22</u>	<u>230,000.00</u>
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>65,537.80</u>	<u>143,835.42</u>	<u>441,827.69</u>	<u>836,800.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>199,488.83</u>	<u>(140,547.75)</u>	<u>194,471.98</u>	<u>(291,800.00)</u>
<b>Ending Cash and Investments</b>				
First National Bank	1,656,613.75	1,515,298.52	1,285,433.12	
Credit Cards	(767.48)	-	-	
TOTAL ENDING CASH AND INVESTMENTS	<u>1,655,846.27</u>	<u>1,515,298.52</u>	<u>1,285,433.12</u>	
GENERAL CORPORATE FUND				

# Accounts Receivable Analysis

November 2019



### Monthly Shut Off Summary

**Lake in the Hills**

- 4 Shut Off – 3 Pd in Full Post Shut Off & 1 Remains Unpaid.

**Huntley**

- NONE

**Crystal Lake**

- NONE

**LITH SANITARY DISTRICT  
Bills Paid Before Meeting  
December 12, 2019 Meeting Date**

Name	Memo	Amount
<b>General Fund</b>		
TOTAL GEN FUND BILLS PAID BEFORE MEETING		\$ -
<b>O &amp; M Fund</b>		
Alarm Detection Systems	Emergency Comm - Dec 2019 thru Feb 2020	\$ 90.00
AT&T	Emergency Comm	\$ 477.01
Flood Brothers Disposal & Recycling	Bldg & Grounds - November Trash Svs	\$ 321.82
Verizon Wireless	Emergency Comm	\$ 346.71
TOTAL O & M BILLS PAID BEFORE MEETING		\$ 1,235.54

**LITH SANITARY DISTRICT  
Recurring Bills  
December 12, 2019 Meeting Date**

Name	Memo	Amount
<b>General Fund</b>		
Illinois Municipal Retirement Fund	Employer Portion of IMRF - November 2019	\$ 11,982.13
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 4,494.26
TOTAL GENERAL FUND RECURRING BILLS		\$ 16,476.39
<b>O &amp; M Fund</b>		
Humana	Health Insurance Premiums	\$ 19,470.48
Payment Service Network	Collections Expenses from October 2019	\$ 5,425.91
United States Postal Service	Postage - Past Due Notices	\$ 616.13
TOTAL O & M RECURRING BILLS		\$ 25,512.52

Approved \_\_\_\_\_

\_\_\_\_\_  
President Hansen

**LITH SANITARY DISTRICT - Governmental Fund  
Bills Presented to Board for Approval  
December 12, 2019 Meeting**

Name	Memo	Amount
<b>GENERAL CORP FUND BILLS</b>		
Applied Technologies	Engineering - 10/26-11/25/19	\$ 8,559.00
Environmental Systems Research Institute	Training & Education - ArcGIS Pro - James	\$ 1,950.00
Illinois Public Risk Fund	Workers Comp Ins	\$ 4,056.00
Interstate Gas Supply, Inc.	Utilities - Nat Gas Sales for October 2019	\$ 575.23
Jones Insurance Services	Cont & Misc Exp (NOA) - Trustee Bond Renewal	\$ 150.00
Jones Insurance Services	Treasurer Bond - 12/12/19 thru 12/12/20	\$ 3,000.00
McHenry County Recorder	Computer Exp - 1st QU 2020 Laredo Software	\$ 275.00
<b>TOTAL GENERAL CORP FUND BILLS</b>		<b>\$ 18,565.23</b>

**LITH SANITARY DISTRICT - O&M/Sewerage Fund  
Bills Presented to Board for Approval  
December 12, 2019 Meeting**

Name	Memo	Amount
<b>O &amp; M BILLS</b>		
Ansercall 24 LLC	Emergency Comm	\$ 100.00
AT&T	Emergency Comm	\$ 291.36
AT&T	Emergency Comm	\$ 6,507.26
ATI Environmental Inc. - Midwest Lab	Pro Svs - Lab	\$ 135.00
AutoZone, Inc.	Vehicles Maint - Oil Filters	\$ 19.97
Brenco Machine & Tool Inc	Maint/Repair - Coll Sys Meadowbrook, Parts for Pumps #1 & #2	\$ 2,610.00
Cintas Corporation	Operating Supplies - Personnel	\$ 1,170.80
Comcast Cable	Computer Exp & Telephone	\$ 404.67
ComEd, Inc.	Utilities - Coll Sys, Dam LS	\$ 622.28
ComEd, Inc.	Utilities - Coll Sys, Beach LS	\$ 62.23
ComEd, Inc.	Utilities - Coll Sys, Meadowbrook LS	\$ 352.02
Consolidated Electrical Distributors, Inc	Maint/Repair - Coll Sys Decatur	\$ 74.00
Consolidated Electrical Distributors, Inc	Maint/Repair - Coll Sys Decatur	\$ 1,300.00

Dreisilker Electric Motors Inc	Maint/Repair - Plant, V-Belt for VLR	\$	131.58
Dynegy Energy Services	Utilities - Plant, Concord, Decatur, & Pyott LS	\$	35,650.03
First National Bank of Omaha - Visa	Postage & Computer Exp	\$	202.48
First National Bank of Omaha - Visa	Personnel Supplies & Pro Svs for Intuit Payroll Fees	\$	114.85
FLSmith USA Inc	Maint/Repair - Plant, Grit Bldg Cone Liners	\$	2,690.51
Hach Company	Operating Supplies - Lab	\$	792.27
Hawkins, Inc	Sludge Management - Aqua Hawk	\$	3,770.50
Logsdon Office Supply	Office Supplies	\$	239.34
McHenry County Recorder	Collection Expenses	\$	10.00
Menards	Vehicles Maint - Trailer Repair	\$	200.16
Menards	Vehicles Maint - Trailer Repair	\$	8.24
Metropolitan Industries, Inc.	Maint/Repair - Coll Sys, Meadowbrook, Impellers	\$	3,307.61
PetroChoice LLC	Gas/Fuel	\$	1,374.55
PetroChoice LLC	Gas/Fuel	\$	493.00
Rain for Rent	Maint/Repair - Coll Sys, Decatur	\$	546.30
Rain for Rent	Maint/Repair - Coll Sys, Decatur	\$	6,065.08
Ryco Landscaping	Grounds Upkeep, 11/4/19 Mowing	\$	296.00
Suburban Laboratories, Inc.	Pro Svs - Lab	\$	132.00
Synagro WWT	Sludge Mgt - November 2019	\$	8,640.00
Technology Masters Inc	Computer Exp - 10/31/19 Maintenance	\$	616.50
Technology Masters Inc	Computer Exp - 11/18/19 TimeTrax Software	\$	95.25
Technology Masters Inc	Computer Exp - 11/15/19 Office PC Setup M Nelson	\$	127.00
The Home Depot	Maint/Repair - Plant, GBT Bldg	\$	31.92
United Laboratories	Operating Supplies	\$	298.80
Village of Lake In The Hills	Utilities - Water	\$	71.22
Village of Lake In The Hills	Collection Exp - Water Shut Off Fees 11/20/19	\$	367.50
Warehouse Direct	Operating Supplies - Personnel	\$	96.89
Warehouse Direct	Pro Svs - Copies	\$	48.10
Water One, Inc.	Operating Supplies - Personnel, Drinking Water	\$	70.00
Water One, Inc.	Operating Supplies - Pers, Drinking Water Equip Rental 12/1-2/29/20	\$	22.50
Ziegler's Ace Hardware	Operating Supplies - Nov 2019	\$	585.95

**TOTAL O&M FUND BILLS**

**\$ 80,745.72**

**CONSTRUCTION FUND BILLS**

Applied Technologies Inc	Engineering - Task Order 19-02 Electrical Upgrades & Filter Bldg	\$	648.00
Applied Technologies Inc	Engineering - Task Order 19-03 Richard Taylor Park Bypass	\$	3,692.00
Applied Technologies Inc	Engineering - Task Order 19-04 Beach Lift Station	\$	4,204.00
Marc Kresmery Construction LLC	New Construction - Repairs at South Gate	\$	9,011.40

**TOTAL CONSTRUCTION FUND BILLS**

**\$ 17,555.40**

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$160,090.80 OF WHICH \$35,041.62 IS FROM THE GENERAL CORPORATE FUND, \$107,493.78 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$17,555.40 IS FROM THE CONSTRUCTION FUND, AND \$0.00 IS FROM THE BOND AND INTEREST FUND.

Approved \_\_\_\_\_

\_\_\_\_\_  
President Hansen

# MANAGER'S REPORT

## Month of November, 2019

<u>Customers:</u>	CURRENT	TOTAL for YEAR	DATA for Oct 2018
	Total accounts through May 2019:	11,723	
New Customers:	1	15	3
Connections:	1	7	1
Permits Issued:	2	12	5
Permits Issued Past 13 Months:	21		
Total Permits Issued to Date:			
<i>Residential:</i>	10,085		
<i>Commercial:</i>	122		
<i>Industrial:</i>	1		

### ILLINOIS E.P.A. SANITARY SEWER EXTENSION PERMITS ISSUED PAST 12 MONTHS

NAME	PE	DWELLINGS	Issued
Heathers Senior Living	75	3 multi-family bldgs	9/11/2019

### COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
11/19/19	109 Oakleaf Road	bathroom not draining	no

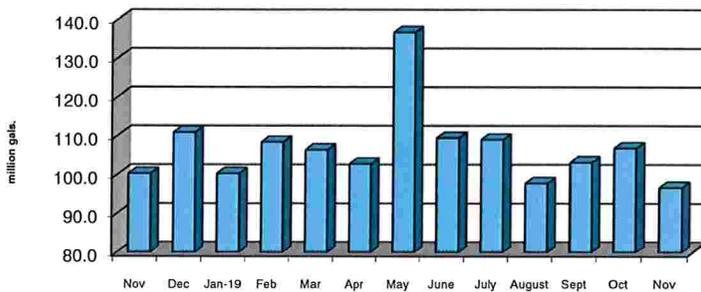
### COLLECTION SYSTEM ACTIVITIES

FOG Program surveys were mailed. Grease trap inspections will begin in January 2020.

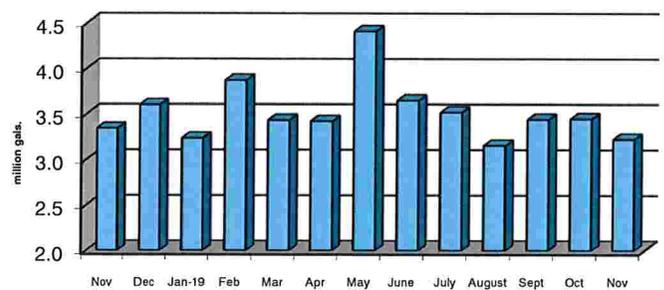
### FLOWS:

Total Flow for Month:	96.671	million gallons
Average Daily Flow:	3.222	mgd
Maximum Daily Flow:	3.999	mgd
Precipitation Total:	1.76	inches
Precipitation This Month Last Year:	2.43	inches
Septage Accepted:	446,717	gallons

**Total Monthly Flows**



**Monthly Average Daily Flows**



**MANAGER'S MONTHLY REPORT**

November, 2019

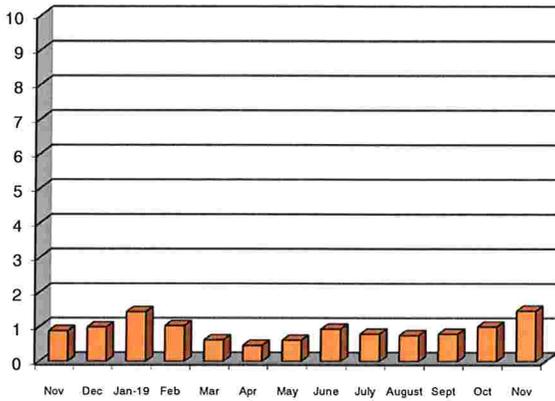
Page 2

**TREATMENT PLANT OPERATIONS:**

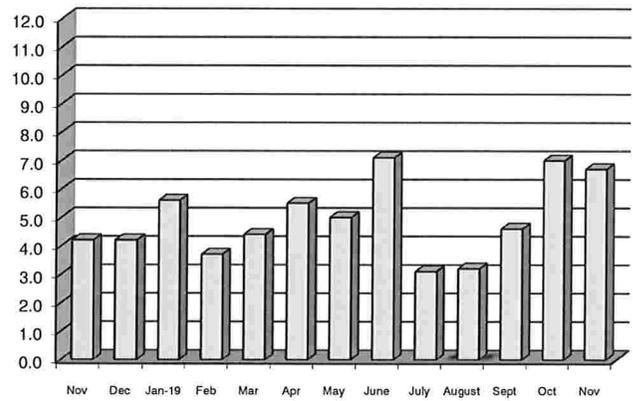
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
C.B.O.D:	114 mg/L	1.5 mg/L	98.7%
Total Suspended Solids:	279 mg/L	6.7 mg/L	97.6%
Ammonia Nitrogen:	11.9 mg/L	0.48 mg/L	96.0%
Phosphorus:		0.45 mg/L	
Fecal Coliform:		208 colonies (daily max.)	

This data represents the monthly averages taken from District records and submitted to the Illinois E.P.A.

**Effluent Monthly Average - CBOD**



**Effluent Monthly Average - Total Suspended Solids**



**PLANT OPERATIONS SUMMARY:**

Wasted:	2.655 million gallons
Decanted:	0.190 million gallons
Thickened:	2.424 million gallons
To Digester:	0.885 million gallons
Pressed:	0.375 million gallons

**PERSONNEL ACTIVITIES:**

Tamara attended an IMRF Authorized Agent workshop on 11/7/19.

Respectfully submitted,

Tamara C. Mueller  
District Manager