



LAKE IN THE HILLS SANITARY DISTRICT

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

**AGENDA
REGULAR MEETING
OF THE BOARD OF TRUSTEES
April 9, 2020
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES (VIA WEBEX)

Roll Call

Approval of the Minutes

Public Comments

Consent Agenda

- A. Appointment of Tamara Mueller as District Manager, Karen Thompson as District Clerk, Applied Technologies as District Engineers, and Peter Kolb as District Engineer, Storino, Ramello & Durkin as District Attorneys, and Ann Williams as District Attorney.**
- B. Approval of salary adjustments as recommended by District Manager.**
- C. Approval of Ordinance No. 403 amending Ordinance No. 398 Regarding the Combined Budget and Appropriations for Fiscal Year May 1, 2019, through April 30, 2020 of the Lake in the Hills Sanitary District.**
- D. Approval of Application and Certificate for Payment #1 in the amount of \$187,839.90 to Martam Construction for the Hagele Beach Lift Station.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$499,376.49 of which \$20,590.52 is from the General Corporate Fund, \$135,220.21 is from the Operations and Maintenance Fund, \$44,547.00 is from the Construction Fund, and \$299,018.76 is from the Bond and Interest Fund.



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April 9, 2020

7:00 p.m.

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Manager's Report

Operations Update

Project Updates

Draft Budget, Fiscal Year 2020 – 2021

Draft Capital Improvements List, 2020 – 2023

Engineer's Report

Attorney's Report

Unfinished Business

New Business

COVID-19

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
March 12, 2020**

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 and Trustee Cheryl Kehoe. Trustee Jessica Reed was not in attendance during roll call, but arrived at 7:03 pm during Public Comments. Also present were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Peter Kolb of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

Approval of Minutes:

Motion was made by President Hansen and seconded by Trustee Kehoe to approve the minutes of the Regular Board Meeting of February 13, 2020 as presented. On a roll call vote, President Hansen and Trustee Kehoe voted aye.

Public Comments:

Joseph Greenwood of Lake in the Hills stated that he understands that at times there may be a need to keep things confidential. He praised the District in their transparency efforts. He stated that District Trustees and staff are doing a wonderful job and he has full confidence in them. Additionally, he asked the District Manager about preventative maintenance and the backup that happened last year as a result of three equipment failures. Mr. Greenwood thought that it was very odd that three failures could happen at the same time. He said that he asked the former District Manager about how that could happen and his response was that it was a rare situation and that the floats are inspected weekly. The current District Manager indicated that the floats may not necessarily be inspected weekly, but staff is required to visit the lift stations every week. Additionally, she stated that each lift station has an alarm to notify District staff. She further stated that the incident Mr. Greenwood is referring to was referenced as the “perfect storm” where everything that could’ve failed did fail. The District Manager further stated that the goal is to have zero back-ups caused by the District and she is vigorously striving for that goal.

Consent Agenda:

None.

Specific Agenda:

- A. Approval to Purchase Vacant Land, 207 Plum Street, Lots 4 and 5, for sewer access of manholes/trunk lines bordering the north lot line of the homes on Plum Street and to address flooding.

District Manager stated that last year the District, the Village of Lake in the Hills, the McHenry County Conservation District and the State of Illinois Department of Conservation were all contacted by a resident about the flooding in her yard. When the District Manager went to investigate, she noticed that the flooding is over several of the District’s manholes and the trunk line behind those homes. This creates an issue because it makes it very difficult for us to access those if needed. At that time, the McHenry County Conservation District (MCCD) asked us to clean up some of the District’s property that borders the east end of Plum Street.

Their thought was that this debris impeded the flow of water to the creek and that may have caused some of the flooding. Last year District staff cleaned up the debris, however, it didn't solve the flooding issue.

The District Manager and Assistant District Manager met with an ecologist last Friday and walked the entire Plum Street. The ecologist believes that the flooding is actually being caused by silted in areas on the Illinois Department of Natural Resources (IDNR) property. It is the District Manager's opinion that it is unlikely the IDNR would be willing to dredge or do anything in the wetland to fix the issue unless we agree to do something in return. District Manager has a meeting onsite with the IDNR on March 26th. They have also invited the Village to attend this meeting so they can discuss how to best handle this situation. The District Manager suggested that we could incentivize the IDNR to do the dredging by offering to build a rain garden or something that would inhibit additional flooding during high rain events.

Assistant District Manager further stated that having access to these manholes would be very beneficial as virtually the entire west side of Lake in the Hills flows through there. If there was ever a blockage in that line, we would currently need to go through yards with our equipment which would potentially cause damage to grass and the fences that line that area.

Trustee Kehoe made a suggestion to wait until after the March 26th meeting to ensure that the IDNR would be willing to work with us on this. District Manager does not believe there will be an issue with waiting. Assistant District Manager indicated that according to the ecologist the land does not appear to be buildable.

President Hansen requested that the District Manager see what price she can get on the land so that she can present that at the next meeting and to make any offers contingent on the IDNR helping with the dredging.

It was the Board's opinion to start the bidding at \$18,000 and make any offer contingent on both the IDNR doing the dredging and final approval from the Board.

Specific Agenda Item A will be skipped and moved to next month's meeting (April 2020).

Treasurer's Report:

District Treasurer presented final written copies of the February 2020 Treasurer's reports. She also provided a verbal summary of some of the receipts and expenses.

Motion was made by President Hansen, seconded by Trustee Kehoe, to approve the February 2020 Treasurer's reports. On a roll call vote, President Hansen, Trustee Kehoe and Trustee 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 Trustee Kehoe and seconded by President Hansen to approve the List of Bills as presented for payment totaling \$160,071.21 of which \$24,129.21 is from the General Corporate Fund, \$121,076.99 is from the Operations & Maintenance Fund, \$14,865.00 is from the Construction Fund and \$0.00 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 February 2020 Manager's Report and provided a verbal summary.

She indicated that there was one resident call out in February and it was not the District's issue.

We have completed almost all of the grease trap inspections. The only ones that still need to be completed are business that are closed or businesses that are in the process of correcting issues. Once those are complete, every grease trap in the District would have been inspected. This process will resume again next January.

The electric contract with Dynegy was up for renewal this year. In May we will switch to Constellation Energy. District Manager is estimating that this switch will save the District about \$20,000 for the year.

The floors in the main lift still need to be coated. The contractor indicated that the floors need to be a consistent 50 degrees or higher temperature before the epoxy can be applied. Therefore, this will be done later in the spring.

Assistant District Manager has been getting quotes for the directional boring for the installation of conduit for ComEd.

We have received two resident calls asking about the construction at the Beach Lift Station. On a positive note, the soil conditions in this area are good as there has not been a lot of water while digging.

Motion was made by President Hansen, seconded by Trustee Kehoe, to approve the February 2020 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 18-03 (Electrical Service & Plant Power Distribution) – This is now complete and ETS has completed the arc flash labeling of all of the electrical cabinets.

Regarding Task Order 19-01 (Rear Entrance Drive Construction Services) – We continue to hold a small amount of retainage until we are certain the grass does not require any additional restoration this spring. The contractor has been sent a note asking for a schedule on the restoration work.

Regarding Task Order 19-02 (Electrical Upgrades & Filter Building Improvements) – They are finishing up the electrical & mechanical construction drawings. District staff is working directly with Kresmery Construction for installation of conduits to provide new primary power feeds into the plant.

Regarding Task Order 19-03 (Richard Taylor Park Bypass Construction) – This job is complete and the bypass sewer is operationally functional. We continue to hold a little bit of retainage until spring when we can confirm no additional restoration will need to be done.

Regarding Task Order 19-04 (Hagele Beach Lift Station Construction) – Construction is underway and soil conditions are good with stiff clay and not sand. The base of the wet well is in. The plan is to have this completed by May before the beach opens for summer.

Regarding Task Order 20-01 (Phosphorus Reduction Study & Discharge Plan) – They had a kick off meeting on March 4th where they toured the plant and collected data. They are also reviewing system operation with District staff. The goal is to have draft reports by the end of May with final reports completed by July and submitted to the IEPA by August 2020.

Unfinished Business:

None.

New Business:

None.

Attorney's Report:

District Attorney gave an update on coronavirus preparedness. She is recommending that the District follow the County public health guidelines. Currently, the law does not allow meetings to take place with remote access, however, in light of the current situation there is some talk in Springfield of changing that law.

President Hansen advised management to be flexible on allowing people to work from home if needed and particularly if someone is feeling ill.

Executive Session:

President Hansen made a motion that we will go into executive session for discussion of the minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 (5 ILCS 120/2(c)21). The motion was seconded by Trustee Kehoe.

All members of the public and the District Engineer left the room at 7:30 pm.

Regular Meeting Reconvened:

The regular meeting was reconvened at 7:43 pm with President Hansen and Trustees Kehoe and Reed present. Also present were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Attorney Ann Williams and District Treasurer/Clerk Karen Thompson.

President Hansen made a motion that we release the minutes of the closed meetings from April 11th, May 23rd and September 12th of 2019. The closed meeting minutes from August 8, 2019 will not be released at this time. Motion was seconded by Trustee Reed. The motion passed after a verbal vote. All Board members who were present voted aye.

Adjournment:

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

The meeting was adjourned at 7:44 pm.

Respectfully Submitted,

Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2020.

President Hansen

COMPENSATION RECOMMENDATION FY 20 - 21

EMPLOYEE	TITLE	YEARS OF SERVICE	WWTP CERT LEVEL	CURRENT RATE	CURRENT ANNUAL EQUIVELANT	PROPOSED RATE	PROPOSED ANNUAL EQUIVELANT	PROPOSED % INCREASE	COMMENTS
Tamara Mueller	District Manager	21.3	1	\$116,480.00	\$ 116,480.00	\$ 120,000.00	\$ 120,000.00	3.0%	COLA increase
Mike Nelson	Asst. District Manager	14.5	1	\$ 86,320.00	\$ 86,320.00	\$ 90,000.00	\$ 90,000.00	4.3%	1.6% for 2020
<i>Sub-Total Annual Management</i>				\$ 202,800.00			\$210,000.00		

Jerilyn Stalberg	Office Administrator	14.8		\$ 56,100.00	\$ 56,100.00	\$ 58,905.00	\$ 58,905.00	5.0%	Proposed %
Jessica Maioni	Admin. Assistant	5.5		\$ 37,625.00	\$ 37,625.00	\$ 39,525.00	\$ 39,525.00	5.0%	based on COLA
Nancy Delaney	Admin. Assistant (PT)	2		\$ 18.00	\$ 21,060.00	\$ 18.50	\$ 21,645.00	2.8%	plus merit
Karen Thompson	Treasurer/Clerk (PT)	5.8		\$ 28.50	\$ 28,899.00	\$ 30.00	\$ 30,420.00	5.3%	and recent
<i>Sub-Total Annual Clerical</i>				\$ 143,684.00			\$150,495.00		

John Caccamo	Maintenance Supervisor	22.8	4	\$ 37.75	\$ 78,520.00	\$ 39.50	\$ 82,160.00	4.6%	adjustments.
Rene Rodriguez	Maintenance Technician	0.75		\$ 20.00	\$ 41,600.00	\$ 21.00	\$ 43,680.00	5.0%	
<i>Sub-Total Annual Maintenance</i>				\$ 120,120.00			\$125,840.00		

Ross K. Nelson	Chief Operator	22.6	1	\$ 36.00	\$ 74,880.00	\$ 37.25	\$ 77,480.00	3.5%	
Jennifer Olson	Laboratory Tech (PT)	17.3		\$ 20.10	\$ 31,356.00	\$ 21.10	\$ 32,916.00	5.0%	
James Olvera	Utility Systems Manager	13.8	1	\$ 28.70	\$ 59,696.00	\$ 30.25	\$ 62,920.00	5.4%	
<i>Sub-Total Annual Operations</i>				\$ 165,932.00			\$173,316.00		

Total Annual Salaries \$ 632,536.00 \$659,651.00

ORDINANCE NO. 403

An Ordinance Amending Ordinance No. 398 Regarding the Combined Budget and Appropriations for Fiscal Year May 1, 2019, through April 30, 2020, of the Lake in the Hills Sanitary District.

WHEREAS, on July 11, 2019, the President and Board of Trustees of the Lake in the Hills Sanitary District passed Ordinance No. 398, *An Ordinance for the Combined Budget and Appropriations for Fiscal Year May 1, 2019, through April 30, 2020, of the Lake in the Hills Sanitary District*; and

WHEREAS, since the passage of Ordinance No. 398 it has been determined that amendments are needed to the General Corporate Account and the Sewerage Operation and Maintenance Account; and

WHEREAS, 50 ILCS 330/3 provides that a governing body “may from time to time make transfers between the various items in any funds ... not exceeding ten percent of the total amount appropriated in such fund by such ordinance ...” and the needed amendment will not exceed ten percent of the total amount appropriated in such fund.

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: The General Corporate Account in Ordinance No. 398 shall be amended as follows:

Within General Fund, General Corporate Account:

Transfer \$8,000 from Operating Expenses, Building and Grounds Upkeep to Contractual Services, Legal

Within the General Fund, General Corporate Account:

Transfer \$5,000 from Operating Expenses, Computer Hardware, Software and Support to Contractual Services, Legal Services

SECTION 2: The Sewerage Operations and Maintenance Account in Ordinance No. 398 shall be amended as follows:

Within Operation and Maintenance Fund, Sewerage and Operations and Maintenance Account, Operation and Maintenance of Plant:

Transfer \$30,000 from Maintenance and Repair (Collection System) to Utilities and Energy.

Within Operation and Maintenance Fund, Sewerage and Operations and Maintenance Account, Operation and Maintenance of Plant:

Transfer \$30,000 from Maintenance and Repair (Collection System) to
Emergency Communications.

SECTION 3: If any section, paragraph, subdivision, clause, sentence, or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes:

Nays:

Absent:

Abstain:

APPROVED:

President Eric Hansen

(SEAL)

ATTEST: _____
Clerk Karen Thompson

Passed: _____

Approved: _____

Published: _____

April 6, 2020

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



Re: Hagele Beach Lift Station
Martam Construction, Inc. Pay Application No. 1

Dear Lake in the Hills Sanitary District Board of Trustees:

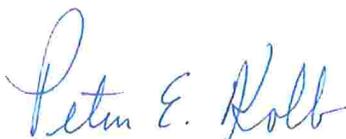
Martam Construction, Inc. has submitted the attached invoice for Pay Request #1, for the Lake in the Hills Sanitary District Hagele Beach Lift Station project. We have reviewed the work and invoice and recommend approval of the payment in the amount of **\$187,839.90**. We have received lien waivers, certified payroll, and signed Pay Application No. 1.

The recommended approved payment includes holding a retainage of \$20,839.90. Work items included in this invoice are Bonds, Insurance, Mobilization, Erosion Control, Tree Removal, Wet Well & Valve Vault Installation, and Construction Entrance and Staging Area.

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

MARTAM CONSTRUCTION, INC.
SCHEDULE OF PRICES

OWNER: Lake in Hills Sanitary District
 Engineer Applied Technologies
 SITE LOCATION: Hagele Beach Lift Station
 MARTAM JOB #: 1294

PAY ESTIMATE #:	01	DATE:	03/30/20
PERIOD FROM:	00/00/00	PERIOD TO:	03/30/20

ITEM #	ITEM ID	ITEM DESCRIPTION	U OF M	QUANTITY	ADD/DELETE	NEW QTY	UNIT PRICE	BASE CONTRACT	CURRENT CONTRACT	OWNER CTD	OWNER PAID
1		Remove/Relocate Existing Overhead Power Lines	LS	1	0	1	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	0.9	\$ 1,350.00
2		Bond, Insurance, and Mobilization	LS	1	0	1	\$ 25,330.00	\$ 25,330.00	\$ 25,330.00	0.9	\$ 22,797.00
3		Erosion Control & Construction Staging Area	LS	1	0	1	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	0.7	\$ 7,350.00
4		Remove Trees & Existing Fence	LS	1	0	1	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	1	\$ 1,200.00
5		Wet Well Excavation & Installation	LS	1	0	1	\$ 153,260.00	\$ 153,260.00	\$ 153,260.00	0.75	\$ 114,945.00
6		Valve Vault Excavation & Installation	LS	1	0	1	\$ 34,230.00	\$ 34,230.00	\$ 34,230.00	0.8	\$ 27,384.00
7		Temporary Bypassing	LS	1	0	1	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	0.3	\$ 1,650.00
8		8" Sewer Between Existing & New Wet Well	LS	1	0	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
9		Existing Wet Well Modification	LS	1	0	1	\$ 18,700.00	\$ 18,700.00	\$ 18,700.00	0	\$ -
10		Meter Vault Excavation & Installation	LS	1	0	1	\$ 14,450.00	\$ 14,450.00	\$ 14,450.00	0.3	\$ 4,335.00
11		4" Foremain Installation	LS	1	0	1	\$ 8,230.00	\$ 8,230.00	\$ 8,230.00	0	\$ -
12		Mechanical Piping in Wet Well & Valve Vault	LS	1	0	1	\$ 31,100.00	\$ 31,100.00	\$ 31,100.00	0	\$ -
13		Painting	LS	1	0	1	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	0	\$ -
14		Pumps & Controls	LS	1	0	1	\$ 82,900.00	\$ 82,900.00	\$ 82,900.00	0	\$ -
15		Electrical	LS	1	0	1	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	0	\$ -
16		Demolition Of Existing Lift Station	LS	1	0	1	\$ 14,700.00	\$ 14,700.00	\$ 14,700.00	0	\$ -
17		Site Grading & Restoration	LS	1	0	1	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	0	\$ -
18		Replacement Allowance	LS	1	0	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0	\$ -
19		Skilled Trades Crew Allowance	LS	1	0	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0	\$ -
20		Utilities Allowance	LS	1	0	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0	\$ -
21		Landscape Plantings Allowance	LS	1	0	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0	\$ -
22		Staging Area Allowance	LS	1	0	1	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00	0.9	\$ 20,700.00
23		Survey Control Establishment Allowance	LS	1	0	1	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00
24		Testing and Inspection Allowance	LS	1	0	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0	\$ -
25		Work Change Directive No. 1	LS	0	1	1	\$ 5,975.20	\$ -	\$ 5,975.20	0	\$ -
EX			UM	0	0	0	\$ -	\$ -	\$ -	0	\$ -

\$ 526,600.00 \$ 532,575.20

ORIGINAL CONTRACT VALUE:	\$ 526,600.00
CHANGE ORDERS:	\$ 5,975.20
COMPTROLLER FEE:	\$ -
ADJUSTED CONTRACT VALUE:	\$ 532,575.20

TOTAL WORK COMPLETED:	\$ 208,711.00
LESS RETAINAGE:	\$ (20,871.10)
LESS PREVIOUS PAYMENTS:	\$ -
TOTAL AMOUNT DUE:	\$ 187,839.90

PARTIAL WAIVER OF LIEN

Martam Job #: 1294 Pay Estimate #: 01

STATE OF ILLINOIS }
COUNTY OF COOK }

Gty # _____
Escrow # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Lake in Hills Sanitary District to furnish Labor, Equipment & Material for Site Work for the premises known as Hagele Beach Lift Station of which Lake in Hills Sanitary District is the owner.

The undersigned, for and in consideration of One Hundred Eighty Seven Thousand Eight Hundred Thirty Nine Dollars and Ninety Cents **\$187,839.90**

dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to lien, under the statutes of the State of Illinois relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the monies, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished by the undersigned for the above-described premises, but only to the extent of payment aforementioned.

DATE: 04/03/20

COMPANY NAME: Martam Construction, Inc.
ADDRESS: 1200 Gasket Drive - Elgin, IL 60120

SIGNATURE and TITLE: *Anthony D. Geschke*
Anthony D. Geschke, CFO

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS }
COUNTY OF COOK }

TO WHOM IT MAY CONCERN:

The undersigned, (Name) Anthony D. Geschke being duly sworn, deposes and says that he or she is the Chief Financial Officer of (Company Name) Martam Construction, Inc. who is the contractor furnishing the Labor, Equipment & Material for Site Work work on the premises located at Hagele Beach Lift Station owned by Lake in Hills Sanitary District

The total amount of the approved contract is \$532,575.20 on which he/she has received payment of \$0.00

prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amounts due or to become due to each, and that the items mentioned include all approved labor and material required to complete said work according to the plans and specifications:

Names and Address	What For	Contract Price	Amount Paid	This Payment	Balance Due
Martam Construction, Inc.	Labor, Equipment & Material	\$532,575.20	\$0.00	\$187,839.90	\$344,735.30
ALL OTHER MATERIALS FROM FULLY PAID STOCK, DELIVERED IN OUR TRUCKS AND LABOR PAID IN FULL					
Total Labor and Materials to Complete		\$532,575.20	\$0.00	\$187,839.90	\$344,735.30

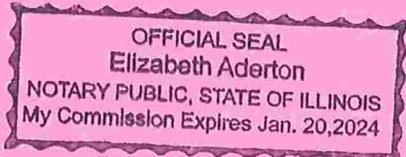
That there are no other contracts for said work outstanding, and that there is nothing due to any person for approved material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE: 04/03/20

Signature: *Anthony D. Geschke*
Anthony D. Geschke, CFO

Subscribed and sworn to before me this 3 day of April 2020

Elizabeth Aderton
Notary Public



LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of March, 2020

	BANK BAL AT BEGINNING OF PRIOR MONTH	BANK BAL AT BEGINNING OF THE CURRENT MONTH	BANK BAL AT THE BEGINNING OF THE FY	
Beginning Cash and Investments				
First National Bank	1,428,548.87	1,387,408.55	1,322,636.54	
Credit Cards	(23.20)	(286.51)	-	
TOTAL BEGINNING CASH AND INVESTMENTS	1,428,525.67	1,387,122.04	1,322,636.54	
	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	-	-	287,379.41	240,000.00
Audit Fund	-	-	20,604.00	10,000.00
Chlorination Fund	-	-	16,788.60	15,000.00
Liability Insurance Fund	-	-	145,525.24	135,900.00
Social Security Fund	-	-	49,601.97	45,000.00
Retirement Fund	-	-	112,940.33	98,100.00
Replacement Taxes	-	58.93	1,713.78	-
Interest Income	225.00	149.33	3,060.24	1,000.00
TOTAL REVENUES AND RECEIPTS	225.00	208.26	637,613.57	545,000.00
Expenditures				
GENERAL FUND				
PERSONNEL SERVICES				
Salaries of Trustees, Manager, Treasurer & Clerk	13,985.41	14,135.04	153,181.22	175,000.00
CONTRACTUAL SERVICES				
Professional Engineering	-	-	44,970.00	45,000.00
Legal Services	735.00	665.00	48,723.99	36,000.00
Other Professional Services	400.00	495.00	895.00	5,000.00
	1,135.00	1,160.00	94,588.99	86,000.00
ADMINISTRATIVE EXPENSES				
Printing, Publications	-	-	3,060.50	5,000.00
Office Supplies, Equipment	-	199.99	466.64	3,000.00
Postage	-	-	695.35	1,000.00
Treasurer's Bond	-	-	3,000.00	4,000.00
Community Affairs	-	-	102.00	1,000.00
Memberships and Dues	-	-	490.00	4,000.00
	-	199.99	7,814.49	18,000.00
OPERATING EXPENSES				
Building and Grounds Upkeep	-	-	5,161.23	15,000.00
Utilities	5,172.59	2,787.47	21,153.96	30,000.00
J.U.L.I.E.	2,546.69	-	2,546.69	3,000.00
Training and Education	-	-	1,950.00	2,000.00
Travel Expenses	286.51	-	390.51	2,000.00
Computer Hardware, Software & Support	-	275.00	2,742.62	8,000.00
	8,005.79	3,062.47	33,945.01	60,000.00
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	150.00	1,000.00
	-	-	150.00	1,000.00
TOTAL GENERAL FUND	23,126.20	18,557.50	289,679.71	340,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Expenditures (continued)				
CHLORINATION FUND	2,940.20	-	9,270.50	24,000.00
	<u>2,940.20</u>	<u>-</u>	<u>9,270.50</u>	<u>24,000.00</u>
AUDIT FUND	-	-	10,000.00	20,000.00
	<u>-</u>	<u>-</u>	<u>10,000.00</u>	<u>20,000.00</u>
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	-	3,939.00	15,757.00	24,000.00
Property	-	-	44,835.00	45,000.00
Vehicles	-	-	8,901.00	18,000.00
General Liability	-	-	52,157.00	80,000.00
Administrative Fee	-	119.00	473.00	800.00
	<u>-</u>	<u>4,058.00</u>	<u>122,123.00</u>	<u>167,800.00</u>
SOCIAL SECURITY FUND	4,077.38	4,244.46	48,700.73	55,000.00
	<u>4,077.38</u>	<u>4,244.46</u>	<u>48,700.73</u>	<u>55,000.00</u>
IMRF FUND	11,484.85	11,964.44	130,160.27	230,000.00
	<u>11,484.85</u>	<u>11,964.44</u>	<u>130,160.27</u>	<u>230,000.00</u>
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>41,628.63</u>	<u>38,824.40</u>	<u>609,934.21</u>	<u>836,800.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(41,403.63)</u>	<u>(38,616.14)</u>	<u>27,679.36</u>	<u>(291,800.00)</u>
Ending Cash and Investments				
First National Bank	1,387,408.55	1,348,705.89	1,285,433.12	
Credit Cards	(286.51)	(199.99)	-	
TOTAL ENDING CASH AND INVESTMENTS	<u>1,387,122.04</u>	<u>1,348,505.90</u>	<u>1,285,433.12</u>	
GENERAL CORPORATE FUND				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of March, 2020

		BANK BALS AT BEGINNING OF PRIOR MONTH	BANK BALS AT BEGINNING OF THE CURRENT MONTH	BANK BALS AT THE BEGINNING OF THE FY
Beginning Cash and Investments				
First National Bank - O & M Account	O&M	700,105.49	499,238.77	554,828.09
First National Bank - Certificate Fund	Bond & Int	123,970.52	136,750.48	27,978.27
First National Bank - Depreciation Account	Construction	2,197,182.66	2,205,546.47	2,040,661.06
First National Bank - Surplus Funds	Construction	38,929.73	32,795.52	37,837.21
First National Bank - Bond & Interest Fund	Bond & Int	777,340.81	839,710.27	606,836.79
First National Bank - Sinking Funds	Bond & Int	845,682.94	860,561.97	711,620.02
Algonquin Bank & Trust - Cash Mgr	O&M	1,018,706.19	1,043,024.67	939,069.95
Algonquin Bank & Trust - Operating	O&M	1,259.00	7.00	1,634.00
Home State Bank	O&M	20,475.03	20,709.79	11,609.76
Illinois State Bank	O&M	9,230.75	9,310.31	5,016.95
Credit Cards		(2,015.28)	(765.62)	(145.19)
TOTAL BEGINNING CASH AND INVESTMENTS		5,730,867.84	5,646,889.63	4,936,946.91

SEWERAGE FUNDS

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Sewer Bill Income/User Charges	105,092.24	102,372.54	2,963,283.43	3,600,000.00
Septage Income	25,341.90	24,011.84	313,708.74	200,000.00
Wastewater Discharge Income	54.50	7,037.00	40,218.12	45,000.00
Refunds	(2,202.71)	(3,339.09)	(12,264.04)	-
Connection/Tap-On Fees	-	-	120,305.71	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	-	-	82,710.57	-
Interest Income	2,250.56	1,760.55	28,058.47	25,000.00
TOTAL REVENUES AND RECEIPTS		130,536.49	131,842.84	3,536,021.00

Expenditures

PERSONNEL SERVICES

District Personnel Salaries	44,188.54	41,847.87	494,994.02	604,000.00
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ADMINISTRATIVE EXPENSES

Telephone	216.28	216.28	2,362.35	3,000.00
Postage	667.54	3,816.98	18,185.60	20,000.00
Printing and Publications	-	-	605.10	2,000.00
Office Supplies	1,071.72	338.91	5,469.55	7,500.00
Collection and Billing Expenses	8,626.37	3,373.48	61,950.79	75,000.00
Professional Services	219.91	1,285.49	3,557.98	10,000.00
Training, Travel and Education	185.15	-	4,845.15	5,000.00
Computer Hardware, Software, and Support	2,216.60	651.60	39,975.84	70,000.00
Community Affairs	-	-	-	2,000.00
Medical and Life Insurance	18,494.56	19,612.74	231,023.96	275,000.00
	31,698.13	29,295.48	367,976.32	469,500.00

OPERATIONS AND MAINTENANCE

Operating Supplies	3,351.52	4,570.20	46,407.40	60,000.00
Maintenance and Repair (Plant)	31,325.56	20,612.94	107,553.70	150,000.00
Maintenance and Repair (Collection Systems)	7,586.03	1,059.36	96,903.68	310,000.00
Utilities and Energy	43,140.11	37,953.62	407,682.75	420,000.00
Grounds Upkeep	-	-	14,885.55	30,000.00
Gasoline/Oil	372.63	527.93	9,850.37	20,000.00
Computer and Support Services	-	-	-	2,000.00
Emergency Communications	6,033.90	7,786.08	82,549.85	65,000.00
Sludge Management	28,876.95	15,360.00	128,564.53	250,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Professional Services	3,448.06	267.00	18,130.82	24,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	8,250.00	-	25,750.00	28,500.00
GIS	-	-	-	10,000.00
	<u>132,384.76</u>	<u>88,137.13</u>	<u>938,278.65</u>	<u>1,379,500.00</u>

Expenditures (continued)

CAPITAL IMPROVEMENTS

New Construction	6,143.00	14,895.00	842,707.39	2,500,000.00
Plant Equipment	-	-	-	30,000.00
Collection System	-	-	4,842.50	300,000.00
Vehicles	-	1,249.99	16,485.99	45,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	1,425.00	1,862.00	134,425.55	375,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>7,568.00</u>	<u>18,006.99</u>	<u>998,461.43</u>	<u>3,256,000.00</u>

BOND TRANSFERS

2008 Debt Certificates, Principal	-	-	-	110,000.00
2008 Debt Certificates, Interest	-	-	23,700.01	48,000.00
Administration Fees - 2008 Debt Certs	750.00	-	750.00	3,500.00
	<u>750.00</u>	<u>-</u>	<u>24,450.01</u>	<u>161,500.00</u>

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

CONTINGENT AND MISCELLANEOUS EXPENSES

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

TOTAL EXPENDITURES

	<u>216,589.43</u>	<u>177,287.47</u>	<u>2,879,844.78</u>	<u>6,099,000.00</u>
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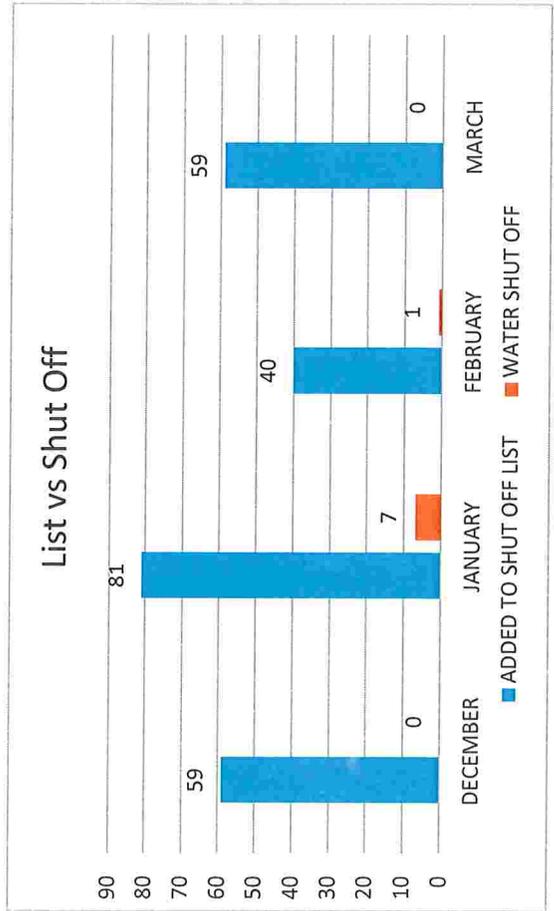
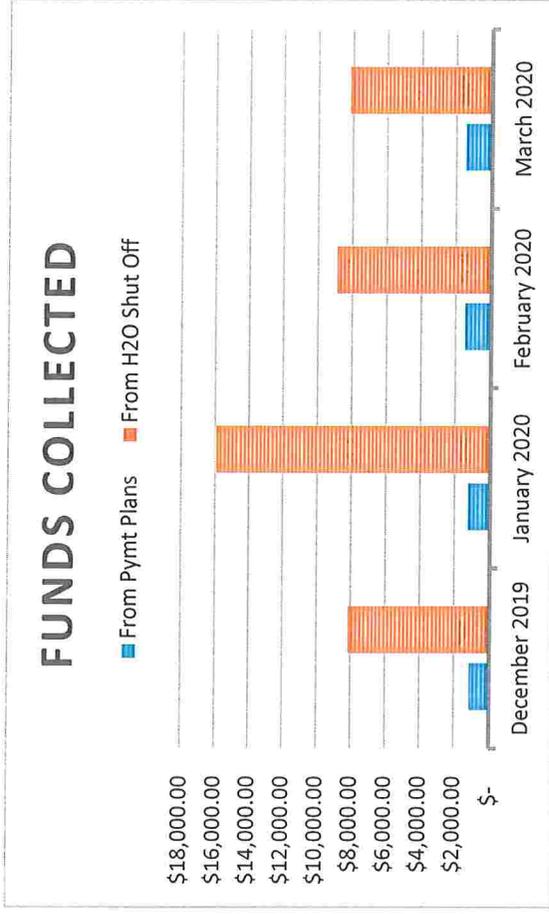
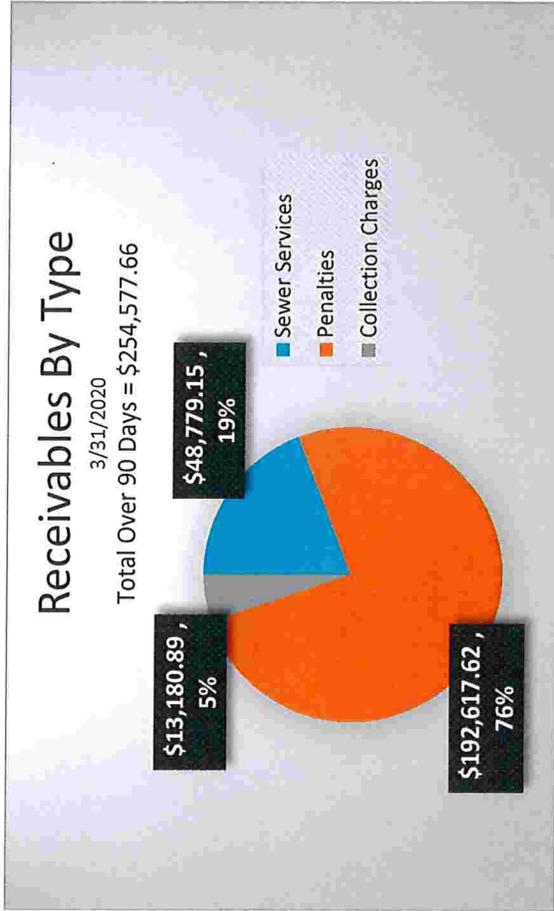
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES

	<u>(86,052.94)</u>	<u>(45,444.63)</u>	<u>656,176.22</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
Ending Cash and Investments				
First National Bank - O & M Account	O&M	499,238.77	369,443.56	361,425.46
First National Bank - Certificate Fund	Bond & Int	136,750.48	150,272.03	40,988.34
First National Bank - Depreciation Account	Construction	2,205,546.47	2,207,172.99	2,054,418.48
First National Bank - Surplus Funds	Construction	32,795.52	17,905.09	13,843.29
First National Bank - Bond & Interest Fund	Bond & Int	839,710.27	846,965.05	673,153.54
First National Bank - Sinking Fund	Bond & Int	860,561.97	875,399.12	726,516.75
Algonquin Bank & Trust - Cash Mgr.	O&M	1,043,024.67	1,055,388.76	976,298.75
Algonquin Bank & Trust - Operating	O&M	7.00	26,173.00	421.00
Home State Bank	O&M	20,709.79	20,987.69	11,776.61
Illinois State Bank	O&M	9,310.31	9,310.72	5,017.16
Credit Cards	O&M	(765.62)	(1,768.04)	(469.35)
		<u>5,646,889.63</u>	<u>5,577,249.97</u>	<u>4,863,390.03</u>
TOTAL ENDING CASH AND INVESTMENTS				
SEWERAGE FUNDS				

Accounts Receivable Analysis

March 2020



Monthly Shut Off Summary

Lake in the Hills

- NONE.

Huntley

- NONE.

Crystal Lake

- NONE.

**LITH SANITARY DISTRICT
Bills Paid Before Meeting
April 9, 2020 Meeting Date**

Name	Memo	Amount
General Fund		
TOTAL GEN FUND BILLS PAID BEFORE MEETING		\$ -
O & M Fund		
Flood Brothers Disposal	Bldg & Grounds - March Trash Svs	\$ 321.82
TOTAL O & M BILLS PAID BEFORE MEETING		\$ 321.82

**LITH SANITARY DISTRICT
Recurring Bills
April 9, 2020 Meeting Date**

Name	Memo	Amount
General Fund		
Illinois Municipal Retirement Fund	Employer Portion of IMRF - March 2020	\$ 11,964.44
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 4,244.46
TOTAL GENERAL FUND RECURRING BILLS		\$ 16,208.90
O & M Fund		
Blue Cross Blue Shield	Health Insurance Premiums (for March 2020)	\$ 18,129.70
Humana	Health Insurance Premiums (for March 2020)	\$ 1,483.04
Payment Service Network	Collections Expenses from February 2020	\$ 1,150.71
United States Postal Service	Postage - Quarterly Bills	\$ 3,816.98
TOTAL O & M RECURRING BILLS		\$ 24,580.43

Approved _____

President Hansen

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
April 9, 2020 Meeting**

Name	Memo	Amount
GENERAL CORP FUND BILLS		
First National Bank of Omaha - Visa	Office Supplies & Equip - Lab Printer	\$ 199.99
Interstate Gas Supply, Inc.	Utilities - Gas Sales for February 2020	\$ 2,277.89
Storino Ramello & Durkin	Other Pro Svs - March 2020 Legal Expenses	\$ 1,373.75
Verizon Wireless	Office Supplies & Equip - Tablet for Use in the Field	\$ 529.99
TOTAL GENERAL CORP FUND BILLS		\$ 4,381.62

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
April 9, 2020 Meeting**

Name	Memo	Amount
O & M BILLS		
Ansercall 24 LLC	Emergency Communications	\$ 100.00
Applied Technologies Inc	General Engineering Svs - 2/26-3/25/20	\$ 588.00
AT&T-Alarms	Emergency Communications	\$ 280.14
AT&T Mobility	Emergency Communications	\$ 13.52
AT&T-Alarms	Emergency Communications	\$ 9,529.62
BDP Industries	Maint/Repair - Plant, Press Belt	\$ 2,160.12
Cintas Corporation	Operating Supplies - Personnel, Gloves	\$ 360.00
Cintas Corporation	Operating Supplies - Personnel, March 2020	\$ 1,238.50
Comcast Cable	Computer Support & Telephone	\$ 386.74
ComEd, Inc.	Utilities - Coll Sys, Meadowbrook LS	\$ 347.02
ComEd, Inc.	Utilities - Coll Sys, Dam LS	\$ 599.79
ComEd, Inc.	Utilities - Coll Sys, Beach LS	\$ 52.96
Dynegy Energy Services	Utilities - Plant, Concord, Decatur & Pyott LS	\$ 36,152.39
First National Bank of Omaha - Visa	Cap Imprvmnts Vehicles, M/R Plaintiff - Digester #4	\$ 1,305.91
First National Bank of Omaha - Visa	Pro Svs - Intuit Fees, Oper Supplies Tools & General	\$ 617.72
Grainger, Inc	Oper Supplies - Safety, Insulated Fire Boots	\$ 279.06
Hawkins, Inc	Sludge Mgt - Aqua Hawk 1124 & 808	\$ 7,636.95
J Barrett Co	Maint/Repair - Plant, Front Gate Repairs	\$ 922.00
Lou's Gloves	Operating Supplies, Personnel	\$ 171.00
Metropolitan Industries, Inc.	Maint/Repair - Plant, Main Lift Pump Gaskets	\$ 2,017.36
Metropolitan Industries, Inc.	Maint/Repair - Coll Sys, Parts for LMS II & Cloud SCADA Upgrade	\$ 13,988.00
Metropolitan Industries, Inc.	Maint/Repair - Coll Sys, Parts for LMS II & Cloud SCADA Upgrade	\$ 14,508.00
PetroChoice LLC	Gas/ Fuel	\$ 326.39
PetroChoice LLC	CREDIT DELIVERY FEE - Gas/Fuel Purchase from October 2019	\$ (75.00)
R.N.O.W., Inc.	Cap Imprvmnts Coll Sys - Alfa Laval Dual Nozzle	\$ 5,926.20

Sartorius Corporation	Oper Supplies - Lab	\$	174.83
SonicWall Inc	Computer Hardware, Software & Support - Gateway Security Bundle 3 Yr	\$	1,516.00
Storino Ramello & Durkin	Collections - March 2020	\$	138.50
Suburban Laboratories, Inc.	Pro Svs - Lab	\$	132.00
Technology Masters Inc	Computer Support - SCADA software	\$	31.75
Technology Masters Inc	Computer Support - 7 Ft Patch Cables	\$	16.78
Technology Masters Inc	Computer Support - Maintenance	\$	539.75
United Laboratories	Operating Supplies	\$	404.08
USA BlueBook	Operating Supplies - Safety	\$	276.40
USA BlueBook	Operating Supplies - Safety	\$	221.33
Verizon Wireless	Emergency Communications	\$	406.92
Warehouse Direct	Pro Svs - Copies	\$	17.81
Water One, Inc.	Operating Supplies - Personnel, Drinking Water Equip Rental 4/1-6/30/20	\$	22.50
Water One, Inc.	Operating Supplies - Personnel, Drinking Water & Cups	\$	115.50
Xylem Water Solutions U.S.A., Inc.	Maint/Repair - Plant, RAS Pump Impeller & Parts	\$	5,612.80
Xylem Water Solutions U.S.A., Inc.	Maint/Repair - Plant, RAS Pump & Maint/Repair - Coll Sys, Concord	\$	1,011.00
Ziegler's Ace Hardware	Operating Supplies	\$	247.62

TOTAL O&M FUND BILLS

\$ 110,317.96

CONSTRUCTION FUND BILLS

Applied Technologies Inc	Engineering - Task Order 19-02 Electrical Upgrades & Filter Bldg Imprvmnts	\$	9,911.00
Applied Technologies Inc	Engineering - Task Order 19-03 Richard Taylor Park Bypass CEI	\$	146.00
Applied Technologies Inc	Engineering - Task Order 19-04 Beach Lift Station CEI	\$	17,336.00
Applied Technologies Inc	Engineering - Task Order 20-01 Phosphorus Reduction Feasibility Study	\$	10,989.00
Electrical Testing Solutions	Cap Imprvmnts New Const - Pro Svs, Elec Study & Label Install	\$	6,165.00

TOTAL CONSTRUCTION FUND BILLS

\$ 44,547.00

BOND & INTEREST FUND BILLS

Bank of New York Mellon	Principal & Interest on 2008 Debt Certificates	\$	133,700.01
Bond Trust Services Corporation	Principal & Interest on 2014 GO Bonds	\$	164,918.75
Bond Trust Services Corporation	Admin Fees - 2014 GO Bonds	\$	400.00

TOTAL BOND & INTEREST FUND BILLS

\$ 299,018.76

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$499,376.49 OF WHICH \$20,590.52 IS FROM THE GENERAL CORPORATE FUND, \$135,220.21 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$44,547.00 IS FROM THE CONSTRUCTION FUND, AND \$299,018.76 IS FROM THE BOND AND INTEREST FUND.

Approved _____

President Hansen

MANAGER'S REPORT

Month of March, 2020

Customers

	CURRENT	12/MO TOTAL	Data for Mar 2019
Total accounts through May 2019:	11,730		
New Customers:	4	21	1
Connections:	1	10	0
Permits Issued:	0	12	1
Permits Issued Past 13 Months:	13		
Total Permits Issued to Date:			
<i>Residential:</i>	10,086		
<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
3/5/20	2700 W. Algonquin Rd	sewer smell	no
3/17/20	3061 Brisbane	water in basement	no
3/18/20	104 Deerpath	toilet flushing slowly	no
3/19/20	1112 Patton Ave	water coming up in bathtub	no
3/26/20	3065 Henry Ln	water in basement	no

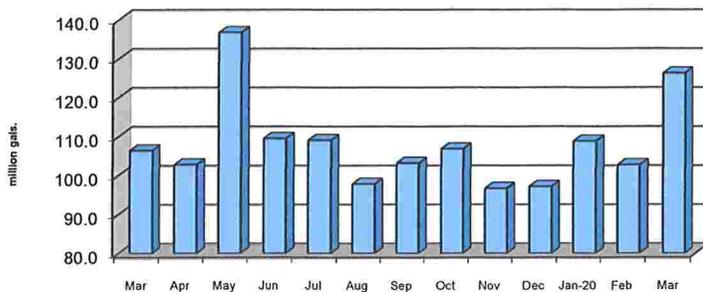
COLLECTION SYSTEM ACTIVITIES

James completed most of the remaining grease trap inspections. Those left are closed or are pending reinspection.

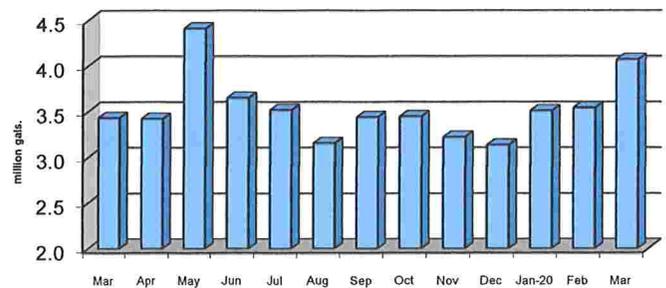
FLOWS

Total Effluent Flow for Month:	126.225	million gallons
Average Daily Flow:	4.069	mgd
Maximum Daily Flow:	6.494	mgd
Precipitation Total:	4.34	inches
Precipitation This Month Last Year:	1.95	inches
Septage Accepted:	532,949	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

March, 2020

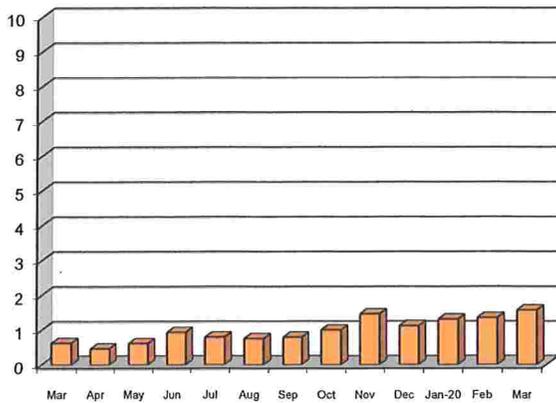
Page 2 of 2

TREATMENT PLANT OPERATIONS

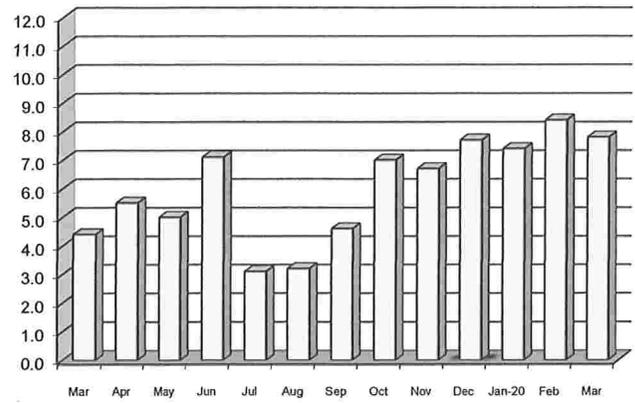
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
CBOD	141 mg/L	1.6 mg/L	98.9%
Total Suspended Solids:	378 mg/L	7.8 mg/L	97.9%
Ammonia Nitrogen:	13.2 mg/L	0.07 mg/L	99.5%
Phosphorus:		0.68 mg/L	
Fecal Coliform:		196 colonies (daily max.)	

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:	3.540 million gallons
Decanted:	0.000 million gallons
Thickened:	3.624 million gallons
To Digester:	0.779 million gallons
Pressed:	0.789 million gallons

PERSONNEL ACTIVITIES

Tamara and Ross met with Applied Technologies on 3/4/20 regarding phosphorus study.
 Maintenance and operations staff attended a lift station emergency pump demo on 3/18/20.

Respectfully submitted,

Tamara C. Mueller
 District Manager

ORDINANCE NO. 404
*An Ordinance for the Combined Budget and Appropriations
for Fiscal Year May 1, 2020, through April 30, 2021
of the Lake in the Hills Sanitary District*

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: The following is the Annual Budget and Appropriation Ordinance for the Lake in the Hills Sanitary District for the fiscal year beginning May 1, 2020, and ending April 30, 2021.

A	<u>GENERAL FUND</u>		
	1.	<u>Personnel Services and Salary Expense</u>	
		Salaries of Trustees, Manager, Finance Director, Clerk	\$185,000
			<u>\$185,000</u>
	2.	<u>Contractual Services</u>	
		Professional Engineering	\$ 75,000
		Legal Services	35,000
		Other Professional Services	<u>5,000</u>
			\$ 115,000
	3.	<u>Administrative Expenses</u>	
		Printing, Publications	\$ 5,000
		Office Supplies, Equipment	3,000
		Postage	1,000
		Treasurer's Bond	4,000
		Community Affairs	1,000
		Memberships and Dues	<u>4,000</u>
			\$ 18,000
	4.	<u>Operating Expenses</u>	
		Building and Grounds Upkeep	\$ 15,000
		Utilities	30,000
		J.U.L.I.E.	3,000
		Training and Education	3,000
		Travel Expenses	2,000
		Computer Hardware, Software & Support	<u>7,000</u>
			\$ 60,000
	5.	<u>Contingency and Miscellaneous Expenses</u>	
		(Not otherwise appropriated)	<u>\$ 1,000</u>
			\$ 1,000
		<u>TOTAL GENERAL FUND</u>	<u>\$379,000</u>
B.	<u>CHLORINATION FUND</u>		\$ 24,000

C.	<u>AUDIT FUND</u>	\$ 20,000
D.	<u>PUBLIC LIABILITY INSURANCE FUND</u>	
	Workers, Compensation	\$ 24,000
	Property	45,500
	Vehicles	15,000
	General Liability	80,000
	Administration Fee	<u>500</u>
		\$165,000
E.	<u>SOCIAL SECURITY FUND</u>	\$ 60,000
F.	<u>IMRF FUND</u>	\$300,000
	<u>TOTAL GENERAL CORPORATE FUND</u>	<u>\$948,000</u>
G.	<u>OPERATION & MAINTENANCE FUND</u>	
1.	<u>SEWERAGE OPERATIONS AND MAINTENANCE ACCOUNT</u>	
a.	<u>Personnel Services</u>	
	District Personnel Salaries	<u>\$634,000</u>
		\$634,000
b.	<u>Administrative Expenses</u>	
	Telephone	3,000
	Postage	22,000
	Printing, Publications	2,000
	Office Supplies	7,500
	Billing and Collection Expenses	75,000
	Professional Services	10,000
	Training, Travel and Education	7,000
	Computer Hardware, Software and Support	70,000
	Community Affairs	2,000
	Medical and Life Insurance	<u>275,000</u>
		\$473,500
c.	<u>Operation and Maintenance of Plant</u>	
	Operating Supplies	\$ 60,000
	Maintenance and Repair (Plant)	150,000
	Maintenance and Repair (Collection Systems)	310,000
	Utilities and Energy	475,000
	Grounds Upkeep	30,000
	Gasoline/Oil	20,000
	Computer and Support Services	2,000
	Emergency Communications	75,000
	Sludge Management	225,000
	Professional Services	25,000

Residential Reimbursement	10,000
Compliance Requirements/Permits	30,000
GIS	<u>10,000</u>
	\$1,422,000
TOTAL OPERATING BUDGET	<u>\$2,529,500</u>

2. Construction

d. Capital Improvements

New Construction	1,500,000
Plant Equipment	530,000
Collection System	800,000
Vehicles	75,000
Legal Expense	5,000
Engineering Expense	375,000
Bond, Finance Consulting Expense	<u>1,000</u>
	\$3,286,000

3. Bond and Interest Account

e. Bond Transfers

2008 Debt Certificates, Principal	115,000
2008 Debt Certificates, Interest	43,000
Administration Fee	<u>2,000</u>
	\$ 160,000

f. Bond Transfers

2014 Debt Certificates, Principal	110,000
2014 Debt Certificates, Interest	107,000
Administrative Fee	<u>2,000</u>
	\$ 219,000

g. Contingency & Miscellaneous Expenses
(Not otherwise appropriated)

	<u>\$ 3,000</u>
	\$ 3,000

TOTAL OPERATION AND MAINTENANCE FUND **\$6,197,500**

SUMMARY:

General Fund	\$ 379,000
Chlorination Fund	24,000
Audit Fund	20,000
Public Liability Insurance Fund	165,000
Social Security Fund	60,000
IMRF Fund	300,000
Operation and Maintenance Fund:	<u>6,197,500</u>
<i>Summary Total:</i>	<u>\$7,145,500</u>

SECTION 2: As part of the Annual Budget, it is stated:

1. That the cash on hand at the beginning of the fiscal year is \$TBD.
2. That the estimated cash expected to be received during the fiscal year from all sources is \$4,581,859.
3. That the estimated expenditures contemplated for the fiscal year are \$7,145,500.
4. That the estimated cash expected to be on hand at the end of the fiscal year is \$TBD.

SECTION 3: All unexpended balances of any item or items of any general appropriation made by this Ordinance may be expended in making up any insufficiency in any item or items in the same general appropriation and for the same purposes or in a like appropriation made by this ordinance.

SECTION 4: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 5: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Ayes:
Nays:
Absent:
Abstain:

APPROVED:

President Eric Hansen

[SEAL]

ATTEST: _____
District Clerk, Karen Thompson

Passed: _____
Approved: _____
Published: _____

CERTIFICATION

I, Karen Thompson, do hereby certify that I am the duly appointed and qualified District Clerk of the Lake in the Hills Sanitary District, McHenry County, Illinois, and that as such District 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 regular meeting of the President and Board of Trustees of the Lake in the Hills Sanitary District, held on the 14th day of May, 2020, the foregoing Ordinance entitled *An Ordinance for the Combined Budget and Appropriations for Fiscal Year May 1, 2020, through April 30, 2021, of the Lake in the Hills Sanitary District*, was duly passed and approved by the President and Board of Trustees of the Lake in the Hills Sanitary District.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the District Clerk of said District for safekeeping, and that I am the lawful custodian and keeper of the same.

In witness whereof, I have affixed my name as District Clerk and caused the seal of said District to be affixed hereto this 14th day of May, 2020.

Karen Thompson, District Clerk
Lake in the Hills Sanitary District
McHenry County, Illinois

[SEAL]

CERTIFICATE OF ESTIMATED REVENUES
LAKE IN THE HILLS SANITARY DISTRICT
FISCAL YEAR BEGINNING MAY 1, 2020

FUND	SOURCE OF REVENUE	AMOUNT
General	Real Estate Taxes	\$308,320
	Interest	1,000
Audit	Real Estate Taxes	2,006
Chlorination	Real Estate Taxes	16
Liability Insurance	Real Estate Taxes	50,006
Social Security	Real Estate Taxes	55,007
Retirement	Real Estate Taxes	155,004
Sewerage	User Charges	3,600,000
	Septage Income	250,000
	Wastewater Discharge Income	45,000
	Connection Fee	95,000
	Annexation Fees	5,000
	Downstream Charges	500
	Liftstation Recapture	-0-
	Interest	15,000
Total Estimated Revenues		\$4,581,859

CERTIFICATION

I, Karen Thompson, the District Clerk of the Lake in the Hills Sanitary District, do hereby certify that the above is a true estimate of the revenues anticipated to be received by this governmental unit in this fiscal year 2020-21 for the indicated funds.

Dated: _____, 2020

Karen Thompson
District Clerk

[SEAL]

**Draft Capital Improvements List
2020-2023**

Improvement	2020-2021	2021-2022	2022-2023
Auto Cadd Software	\$9,000		
Beach Lift Station Rehab	\$526,000		
Computer Hardware/Software	\$15,000	\$10,000	\$10,000
Dam Lift Station Controls	\$15,000		
Electric Upgrades	\$50,000	\$100,000	\$150,000
Epoxy Floor in Main Lift	\$25,000		
Epoxy Floor in John's Office, GBT and pump room, maintenance bathrooms, and blower room	\$30,000		
Epoxy (non-slip) floor in laboratory	\$20,000		
Ethernet	\$50,000	\$50,000	\$50,000
Fiber Optic Replacement	\$30,000	\$45,000	
Fire Alarm Electrical Rooms	\$15,000		
Lab Equipment	\$5,000	\$5,000	\$5,000
Landscape Grading	\$10,000	\$10,000	\$10,000
Main Lift ACP-1 Replacement	\$75,000		
Meadowbrook Lift Station Controls	\$15,000		
SCADA System Upgrade	\$100,000	\$50,000	\$20,000
TV Truck Camera Software	10,000		
Upgrade TV Truck Camera	\$65,000		
Valve Repair/Concrete Pad Decatur	\$8,000		
Vehicles, Maintenance Truck	\$75,000		
Wash Water Pumps	\$40,000		
ACP panel upgrades	\$250,000	\$250,000	
Admin Building Flooring Replacement	\$25,000		
Backup Moyno Pump	\$30,000		
Barscreen Room Explosion-proof Heater	\$135,000		
Brick Grit Building	\$6,000		
Concord Lift Station Controls	\$40,000		
Decatur Generator Repair	\$125,000		
Fix Broken Actuators	\$60,000		
Load Test Cranes	\$100,000		
Manhole Camera	\$5,000		
Manhole Replacement West of Beach	\$80,000		
Oxidation Ditch Rehab	\$30,000		
Paint Maintenance Building	\$150,000		\$150,000
Polymer System for Sludge Press	35,000		
Scanner for Plan Sheets	\$20,000		
Siding on Storage Building	\$8,000		
UV Replacement (potential grant money)	\$35,000		
Wetland Maintenance (possible grant)	\$600,000		
Rehab of Digester #1	\$125,000		
Paint Clarifier #3			\$80,000

**Draft Capital Improvements List
2020-2023**

Spare Dam and Grit Pump			\$75,000
Concrete East Side of Covered Sludge Pad			\$56,000
Main Lift Station Pumps 1 & 2 Replacement	\$100,000		
New Septic Receiving Station	\$300,000		

Total Estimated Expenditure

\$3,047,000	\$920,000	\$606,000
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