



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
March 12, 2020
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Roll Call

Approval of the Minutes

Public Comments

Consent Agenda

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.**

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$160,071.20 of which \$24,129.21 is from the General Corporate Fund, \$121,076.99 is from the Operations and Maintenance Fund, \$14,865.00 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.

Manager's Report

Electricity Bid, New Supplier in May will be Constellation Energy

Operations Update

Project Updates

Engineer's Report

Attorney's Report



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

March 12, 2020

7:00 p.m.

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Unfinished Business

New Business

Executive Session

Discussion of 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).

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
February 13, 2020**

Roll Call:

The regular meeting was called to order by President Hansen at 6:58 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, Assistant District Manager Mike Nelson, 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 January 16, 2020 as presented. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

Public Comments:

Joseph Greenwood of Lake in the Hills praised the District for collecting on past due accounts in Crystal Lake. Additionally, he complimented and thanked District Trustees and staff for doing a great job.

Consent Agenda:

None.

Specific Agenda:

None.

Treasurer's Report:

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

Additionally, she directed the Board's attention to the Accounts Receivable analysis report. She indicated that in January 2020 we pursued delinquent accounts in Crystal Lake, Huntley and Lake in the Hills. This is why we have a higher than usual amount of accounts selected and funds received.

Motion was made by Trustee Kehoe, seconded by Trustee Reed, to approve the January 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. Regarding the Fox River Study Group invoice, the District Manager stated that our participation is a requirement from the IEPA.

Motion was made by Trustee Kehoe and seconded by Trustee Reed to approve the List of Bills as presented for payment totaling \$180,629.45 of which \$28,855.88 is from the General Corporate Fund, \$144,880.57 is from the Operations & Maintenance Fund, \$6,143.00 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 January 2020 Manager's Report and the 2019 Annual Manager's report and provided a verbal summary.

She indicated that there were three callouts in January and none were the District's issue.

We have implemented our new process for annual grease trap inspections. Twenty six inspections have been completed so far. Two failed, but have since complied. Twenty four inspections remain.

All staff attended harassment prevention training on January 30th.

For 2019, the District had 25 call outs and only 1 was a District issue. This 1 was caused by grease and did not result in any property damage.

There were 3 minor sanitary sewer overflows in 2019. Two were due to equipment failures and 1 was due to excessive rain. All 3 were reported to the IEPA.

In 2019 we stopped using Synagro for pressing. As a result, our expenses went from \$470,000 to \$152,000. Additionally, we have been complimented twice from Synagro with the quality of the sludge that we are providing to them.

Assistant District Manager provided the Board with copies of quotes for painting and maintenance that is being done on the main lift station building. Cathodic Protection Management has been hired for this project. They are doing a great job. District Manager stated that make up air units will also be replaced and have been ordered at a cost of \$21,685.00.

On February 19th they have a SCADA workshop where they will discuss the assessment of our current SCADA system. They will also discuss costs and options to upgrade our SCADA system to include cloud and remote access. This cloud based upgrade will also help us eliminate the lease lines from AT&T which are very expensive. In an effort to reduce costs in the interim, the Assistant District Manager has been working with AT&T to get some of those expenses under control.

Economic interest statements are due by May 1st and everyone should have gotten an email from the County with instructions on how to complete these.

In an effort to keep control of the grease that is put into the system, the District Manager presented some options for informational materials. Our initial option was to send pan scrapers and informational magnets to each customer. However, we determined it was too expensive. The next option would be to include a one-page stuffer with our quarterly bills. This stuffer would also give residents the option to stop by the office to pick up a scraper and/or magnet if they choose. Additionally, informational materials would be put on the website. President Hansen suggested that they look into whether these materials could be given to residents via a door hanger that could be placed by companies who specialize in that.

Motion was made by Trustee Kehoe, seconded by Trustee Reed, to approve the January 2020 Manager's Report and 2019 Annual 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) –Input from the District and ATI was provided to ETS with a second round of comments. ETS is using that input to modify their report. After the report is complete, they will install stickers on the electrical cabinets.

Regarding Task Order 19-01 (Rear Entrance Drive Construction Services) – All original project work has been completed. We will continue to hold retainage until we are certain the grass does not require any additional restoration in the spring.

Regarding Task Order 19-02 (Electrical Upgrades & Filter Building Improvements) – They are still finishing the specifications and drawings. Last Friday a site visit was held at the District with a representative from Com Ed. This was to discuss possible replacement of the main electrical feed. Com Ed has amended their stance and are now agreeable to a cost sharing agreement. Com Ed would install up to 700 feet of primary conductors if the District installs a new 4-inch diameter underground conduit to route the new conductors.

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) - Equipment submittals continue to come in. A letter was sent to a dozen homeowners in the area letting them know that construction would be occurring.

Regarding Task Order 20-01 (Phosphorus Reduction Study & Discharge Plan) – This task order was approved last month. They were going to have a kick off meeting tomorrow, but their process engineer is ill so they will have to reschedule.

Attorney's Report:

None.

Unfinished Business:

None.

New Business:

District Treasurer/Clerk mentioned that next month (March 2020) it is time for the semi-annual review of closed meeting minutes.

Adjournment:

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

The meeting was adjourned at 7:21 pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2020.

President Hansen

207 Plum St

Lake in the Hills, IL 60156

\$40,000

Price

—

Beds

—

Baths

—

Sq. Ft.

Lot Size: 0.42 Acres On Redfin: 485 days

Status: Active



Sorry, tour not available

Redfin is currently unable to show this property due to our [minimum price limit](#). We still recommend that you get a buyer's agent to represent you. [See Why](#)

You may also contact this home's listing agent:

Elizabeth Gollehon [847-977-0484](tel:847-977-0484)

Century 21 Affiliated



LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of February, 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 | 346,778.41 | 700,105.49 | 554,828.09 |
| First National Bank - Certificate Fund | Bond & Int | 110,441.90 | 123,970.52 | 27,978.27 |
| First National Bank - Depreciation Account | Construction | 2,190,286.46 | 2,197,182.66 | 2,040,661.06 |
| First National Bank - Surplus Funds | Construction | 8,981.85 | 38,929.73 | 37,837.21 |
| First National Bank - Bond & Interest Fund | Bond & Int | 771,184.02 | 777,340.81 | 606,836.79 |
| First National Bank - Sinking Funds | Bond & Int | 830,797.11 | 845,682.94 | 711,620.02 |
| Algonquin Bank & Trust - Cash Mgr | O&M | 844,058.18 | 1,018,706.19 | 939,069.95 |
| Algonquin Bank & Trust - Operating | O&M | 16,597.00 | 1,259.00 | 1,634.00 |
| Home State Bank | O&M | 18,077.84 | 20,475.03 | 11,609.76 |
| Illinois State Bank | O&M | 8,153.68 | 9,230.75 | 5,016.95 |
| Credit Cards | | (2,838.28) | (2,015.28) | (145.19) |

| | | | |
|---|--------------|--------------|--------------|
| TOTAL BEGINNING CASH AND INVESTMENTS | 5,142,518.17 | 5,730,867.84 | 4,936,946.91 |
| SEWERAGE FUNDS | | | |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|--------------------------------|----------------|------------------|--------------|--------------|
| Revenues and Receipts | | | | |
| Sewer Bill Income/User Charges | 757,037.34 | 105,092.24 | 2,848,452.84 | 3,600,000.00 |
| Septage Income | 20,499.00 | 25,341.90 | 289,696.90 | 200,000.00 |
| Wastewater Discharge Income | 6,761.19 | 54.50 | 33,181.12 | 45,000.00 |
| Refunds | (311.67) | (2,202.71) | (8,924.95) | - |
| Connection/Tap-On Fees | 5,200.00 | - | 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 | 2,324.36 | 2,250.56 | 26,297.92 | 25,000.00 |

| | | | | |
|------------------------------------|------------|------------|--------------|--------------|
| TOTAL REVENUES AND RECEIPTS | 791,510.22 | 130,536.49 | 3,391,720.11 | 3,985,500.00 |
|------------------------------------|------------|------------|--------------|--------------|

Expenditures

PERSONNEL SERVICES

| | | | | |
|-----------------------------|-----------|-----------|------------|------------|
| District Personnel Salaries | 44,548.92 | 44,188.54 | 453,146.15 | 604,000.00 |
|-----------------------------|-----------|-----------|------------|------------|

ADMINISTRATIVE EXPENSES

| | | | | |
|--|------------------|------------------|-------------------|-------------------|
| Telephone | 217.52 | 216.28 | 2,146.07 | 3,000.00 |
| Postage | - | 667.54 | 14,368.62 | 20,000.00 |
| Printing and Publications | - | - | 605.10 | 2,000.00 |
| Office Supplies | 323.34 | 1,071.72 | 5,130.64 | 7,500.00 |
| Collection and Billing Expenses | 4,429.71 | 8,626.37 | 58,577.31 | 75,000.00 |
| Professional Services | 129.36 | 219.91 | 2,272.49 | 10,000.00 |
| Training, Travel and Education | 1,500.00 | 185.15 | 4,845.15 | 5,000.00 |
| Computer Hardware, Software, and Support | 4,562.60 | 2,216.60 | 39,324.24 | 70,000.00 |
| Community Affairs | - | - | - | 2,000.00 |
| Medical and Life Insurance | 22,350.12 | 18,494.56 | 211,411.22 | 275,000.00 |
| | 33,512.65 | 31,698.13 | 338,680.84 | 469,500.00 |

OPERATIONS AND MAINTENANCE

| | | | | |
|---|-----------|-----------|------------|------------|
| Operating Supplies | 6,252.83 | 3,351.52 | 41,837.20 | 60,000.00 |
| Maintenance and Repair (Plant) | 10,458.39 | 31,325.56 | 86,940.76 | 150,000.00 |
| Maintenance and Repair (Collection Systems) | 690.60 | 7,586.03 | 95,844.32 | 310,000.00 |
| Utilities and Energy | 39,556.85 | 43,140.11 | 369,729.13 | 420,000.00 |
| Grounds Upkeep | - | - | 14,885.55 | 30,000.00 |
| Gasoline/Oil | 416.24 | 372.63 | 9,322.44 | 20,000.00 |
| Computer and Support Services | - | - | - | 2,000.00 |
| Emergency Communications | 9,256.23 | 6,033.90 | 74,763.77 | 65,000.00 |
| Sludge Management | 12,602.45 | 28,876.95 | 113,204.53 | 250,000.00 |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|---------------------------------|------------------|-------------------|-------------------|---------------------|
| Professional Services | 132.00 | 3,448.06 | 17,863.82 | 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>79,365.59</u> | <u>132,384.76</u> | <u>850,141.52</u> | <u>1,379,500.00</u> |

Expenditures (continued)

CAPITAL IMPROVEMENTS

| | | | | |
|----------------------------------|------------------|-----------------|-------------------|---------------------|
| New Construction | 77,505.65 | 6,143.00 | 827,812.39 | 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 | 5,035.00 | 1,425.00 | 132,563.55 | 375,000.00 |
| Bond, Finance Consulting Expense | - | - | - | 1,000.00 |
| | <u>82,540.65</u> | <u>7,568.00</u> | <u>980,454.44</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>-</u> | <u>750.00</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>239,967.81</u> | <u>216,589.43</u> | <u>2,702,557.31</u> | <u>6,099,000.00</u> |
|--|-------------------|-------------------|---------------------|---------------------|

EXCESS OF REVENUES OVER (UNDER) EXPENDITURES

| | | | | |
|--|-------------------|--------------------|-------------------|-----------------------|
| | <u>551,542.41</u> | <u>(86,052.94)</u> | <u>689,162.80</u> | <u>(2,113,500.00)</u> |
|--|-------------------|--------------------|-------------------|-----------------------|

| | | 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 | 700,105.49 | 499,238.77 | 361,425.46 |
| First National Bank - Certificate Fund | Bond & Int | 123,970.52 | 136,750.48 | 40,988.34 |
| First National Bank - Depreciation Account | Construction | 2,197,182.66 | 2,205,546.47 | 2,054,418.48 |
| First National Bank - Surplus Funds | Construction | 38,929.73 | 32,795.52 | 13,843.29 |
| First National Bank - Bond & Interest Fund | Bond & Int | 777,340.81 | 839,710.27 | 673,153.54 |
| First National Bank - Sinking Fund | Bond & Int | 845,682.94 | 860,561.97 | 726,516.75 |
| Algonquin Bank & Trust - Cash Mgr. | O&M | 1,018,706.19 | 1,043,024.67 | 976,298.75 |
| Algonquin Bank & Trust - Operating | O&M | 1,259.00 | 7.00 | 421.00 |
| Home State Bank | O&M | 20,475.03 | 20,709.79 | 11,776.61 |
| Illinois State Bank | O&M | 9,230.75 | 9,310.31 | 5,017.16 |
| Credit Cards | O&M | (2,015.28) | (765.62) | (469.35) |
| | | <u>5,730,867.84</u> | <u>5,646,889.63</u> | <u>4,863,390.03</u> |
| TOTAL ENDING CASH AND INVESTMENTS | | | | |
| SEWERAGE FUNDS | | | | |

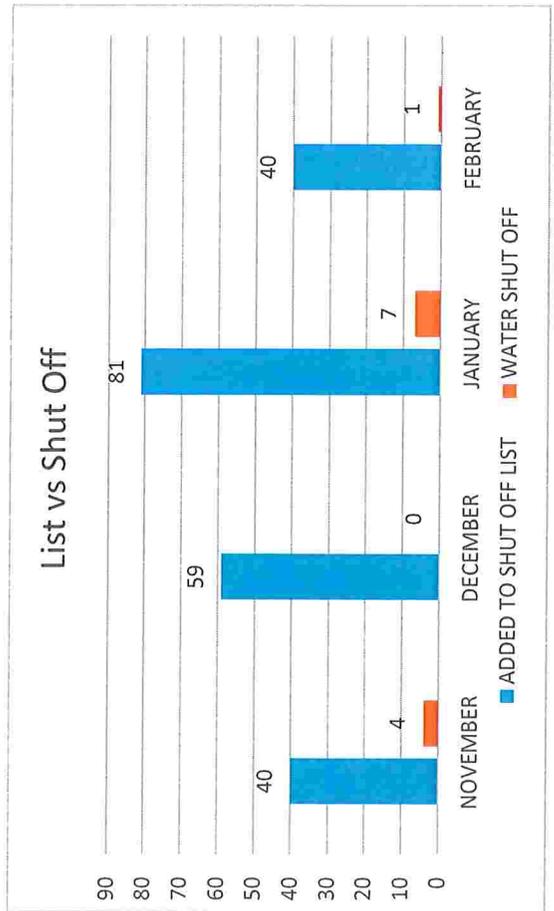
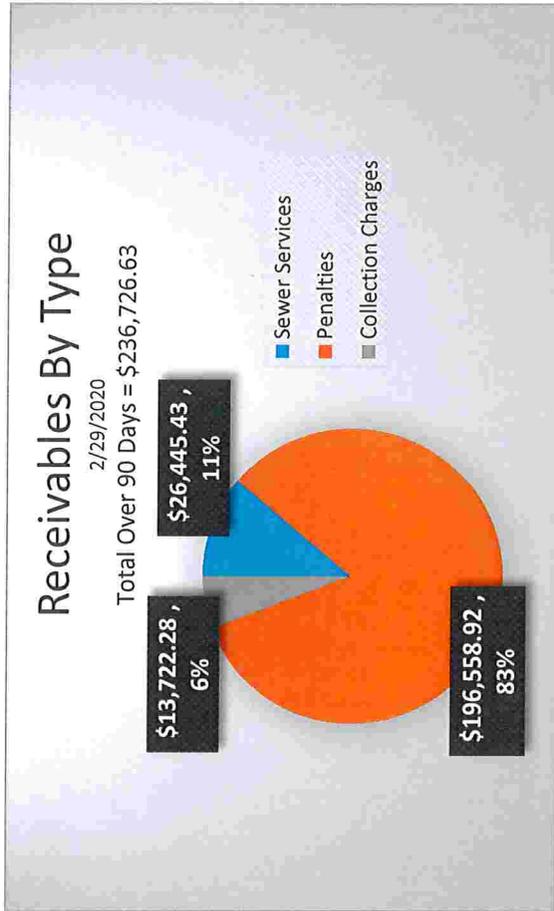
LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of February, 2020

| | 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 | 1,464,436.79 | 1,428,548.87 | 1,322,636.54 | |
| Credit Cards | 249.68 | (23.20) | - | |
| TOTAL BEGINNING CASH AND INVESTMENTS | 1,464,686.47 | 1,428,525.67 | 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 | 296.43 | - | 1,654.85 | - |
| Interest Income | 247.34 | 225.00 | 2,910.91 | 1,000.00 |
| TOTAL REVENUES AND RECEIPTS | 543.77 | 225.00 | 637,405.31 | 545,000.00 |
| Expenditures | | | | |
| GENERAL FUND | | | | |
| PERSONNEL SERVICES | | | | |
| Salaries of Trustees, Manager, Treasurer & Clerk | 14,234.79 | 13,985.41 | 139,046.18 | 175,000.00 |
| CONTRACTUAL SERVICES | | | | |
| Professional Engineering | - | - | 44,970.00 | 45,000.00 |
| Legal Services | 1,330.00 | 735.00 | 48,058.99 | 36,000.00 |
| Other Professional Services | - | 400.00 | 400.00 | 5,000.00 |
| | 1,330.00 | 1,135.00 | 93,428.99 | 86,000.00 |
| ADMINISTRATIVE EXPENSES | | | | |
| Printing, Publications | 167.82 | - | 3,060.50 | 5,000.00 |
| Office Supplies, Equipment | - | - | 266.65 | 3,000.00 |
| Postage | 132.35 | - | 695.35 | 1,000.00 |
| Treasurer's Bond | - | - | 3,000.00 | 4,000.00 |
| Community Affairs | - | - | 102.00 | 1,000.00 |
| Memberships and Dues | 300.00 | - | 490.00 | 4,000.00 |
| | 600.17 | - | 7,614.50 | 18,000.00 |
| OPERATING EXPENSES | | | | |
| Building and Grounds Upkeep | - | - | 5,161.23 | 15,000.00 |
| Utilities | 3,501.41 | 5,172.59 | 18,366.49 | 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 | - | - | 2,467.62 | 8,000.00 |
| | 3,501.41 | 8,005.79 | 30,882.54 | 60,000.00 |
| CONTINGENT AND MISCELLANEOUS EXPENSES | | | | |
| Not Otherwise Appropriated | - | - | 150.00 | 1,000.00 |
| | - | - | 150.00 | 1,000.00 |
| TOTAL GENERAL FUND | 19,666.37 | 23,126.20 | 271,122.21 | 340,000.00 |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|---|---|---|---|---------------------|
| Expenditures (continued) | | | | |
| CHLORINATION FUND | - | 2,940.20 | 9,270.50 | 24,000.00 |
| | - | 2,940.20 | 9,270.50 | 24,000.00 |
| AUDIT FUND | - | - | 10,000.00 | 20,000.00 |
| | - | - | 10,000.00 | 20,000.00 |
| PUBLIC LIABILITY INSURANCE FUND | | | | |
| Workers' Compensation | - | - | 11,818.00 | 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 | - | - | 354.00 | 800.00 |
| | - | - | 118,065.00 | 167,800.00 |
| SOCIAL SECURITY FUND | 4,458.70 | 4,077.38 | 44,456.27 | 55,000.00 |
| IMRF FUND | 12,579.50 | 11,484.85 | 118,195.83 | 230,000.00 |
| OTHER EXPENDITURES (RECEIPTS) | - | - | - | - |
| TOTAL EXPENDITURES | 36,704.57 | 41,628.63 | 571,109.81 | 836,800.00 |
| EXCESS OF REVENUES OVER (UNDER) EXPENDITURES | (36,160.80) | (41,403.63) | 66,295.50 | (291,800.00) |
| Ending Cash and Investments | BANK BAL AT END OF THE PRIOR MONTH | BANK BAL AT END OF THE CURRENT MONTH | BANK BALANCE AT THE END OF MAY | |
| First National Bank | 1,428,548.87 | 1,387,408.55 | 1,285,433.12 | |
| Credit Cards | (23.20) | (286.51) | - | |
| TOTAL ENDING CASH AND INVESTMENTS | 1,428,525.67 | 1,387,122.04 | 1,285,433.12 | |
| GENERAL CORPORATE FUND | | | | |

Accounts Receivable Analysis

February 2020



Monthly Shut Off Summary

Lake in the Hills

- 1 Shut Off – Pd in full post shut off.

Huntley

- NONE.

Crystal Lake

- NONE.

**LITH SANITARY DISTRICT
Bills Paid Before Meeting
March 12, 2020 Meeting Date**

| Name | Memo | Amount |
|--|--|--------------------|
| General Fund | | |
| CBIZ Payroll | Contractual Svcs/Other Pro Svcs -Prepare Sect 125 Plan Doc | \$ 495.00 |
| TOTAL GEN FUND BILLS PAID BEFORE MEETING | | \$ 495.00 |
| O & M Fund | | |
| Accurate Security Lock & Key Corp | Pro Svcs - Repair broken key in door lock | \$ 146.00 |
| AT&T | Emergency Communications | \$ 437.76 |
| HR Stewart Inc | Maint/Repair - Plant, RAS, Filter & Septic Recvng | \$ 1,980.00 |
| Menards | Operating Supplies for FOG Program | \$ 12.49 |
| Ross K Nelson - Reimbursement | Training, Travel & Ed - Mileage Reimbursement WWOA Expo | \$ 185.15 |
| Second Chance Cardiac Solutions Inc | Operating Supplies - Safety, AED Electrode Pads | \$ 91.90 |
| Verizon Wireless | Emergency Communications - Employee Cell Phones | \$ 354.76 |
| TOTAL O & M BILLS PAID BEFORE MEETING | | \$ 3,208.06 |

**LITH SANITARY DISTRICT
Recurring Bills
March 12, 2020 Meeting Date**

| Name | Memo | Amount |
|---|--|---------------------|
| General Fund | | |
| Illinois Municipal Retirement Fund | Employer Portion of IMRF - February 2020 | \$ 11,484.85 |
| United States Treasury | District Pd Payroll Taxes (SS & Med) | \$ 4,077.38 |
| TOTAL GENERAL FUND RECURRING BILLS | | \$ 15,562.23 |
| O & M Fund | | |
| Blue Cross Blue Shield | Health Insurance Premiums (for Feb 2020) | \$ 17,011.52 |
| Humana | Health Insurance Premiums (for Feb 2020) | \$ 1,483.04 |
| Payment Service Network | Collections Expenses from January 2020 | \$ 5,898.87 |
| United States Postal Service | Postage - Past Due Notices | \$ 656.60 |
| TOTAL O & M RECURRING BILLS | | \$ 25,050.03 |

Approved _____

President Hansen

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
March 12, 2020 Meeting**

| Name | Memo | Amount |
|--------------------------------------|---|--------------------|
| GENERAL CORP FUND BILLS | | |
| Illinois Public Risk Fund | Workers Comp Insurance | \$ 4,058.00 |
| First National Bank of Omaha - Visa | Oper Exp - Travel - R Nelson | \$ 286.51 |
| Interstate Gas Supply, Inc. | Utilities - Gas Sales for January 2020 | \$ 2,787.47 |
| McHenry County Recorder | Computer Exp - 2nd Quarter Laredo Usage | \$ 275.00 |
| Storino Ramello & Durkin | Contractual Svs - Legal Exp Feb 2020 | \$ 665.00 |
| TOTAL GENERAL CORP FUND BILLS | | \$ 8,071.98 |

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
March 12, 2020 Meeting**

| Name | Memo | Amount |
|--------------------------------------|--|--------------|
| O & M BILLS | | |
| 4imprint Inc | Pro Svs - FOG Program Scrapers & Magnets | \$ 1,197.54 |
| Alarm Detection Systems Inc | Emergency Communications | \$ 90.00 |
| Ansercall 24 LLC | Emergency Communications | \$ 100.00 |
| Applied Technologies | General Engineering Expenses | \$ 1,862.00 |
| AT&T | Emergency Communications | \$ 280.14 |
| AT&T | Emergency Communications | \$ 16.16 |
| AT&T | Emergency Communications | \$ 6,507.26 |
| ATI Environmental Inc. - Midwest Lab | Pro Svs - Lab | \$ 135.00 |
| Calco, Ltd. Inc. | Operating Supplies - Lab, Demineralizer | \$ 113.00 |
| Catholic Protection Management Inc | Maint/Repair - Plant, Painting Main Lift | \$ 14,268.00 |
| Cintas Corporation | Operating Supplies - Personnel | \$ 990.80 |
| City of Crystal Lake | Collections - Water Shut Off Fees | \$ 300.00 |
| Comcast Cable | Computer Support & Telephone | \$ 406.13 |
| ComEd, Inc. | Utilities - Coll System Meadowbrook | \$ 369.29 |
| ComEd, Inc. | Utilities - Coll System Beach | \$ 61.47 |
| ComEd, Inc. | Utilities - Coll System Dam | \$ 746.88 |
| Dilar's Embroidery | Oper Suppleis - Personnel, New Logo Clothing for Staff | \$ 1,131.00 |
| Dynegy Energy Services | Utilities - Plant, Concord, Decatur & Pyott LS | \$ 36,704.76 |
| Fastsigns | Maint/Repair - Plant Vehicles, Purch & Install New Logo Decals | \$ 994.97 |
| First National Bank of Omaha - Visa | Maint/Repair - Plant Vehicles, Fuel Cap for End loader | \$ 25.21 |
| First National Bank of Omaha - Visa | Pro Svs - Intuit Payroll Fees | \$ 59.50 |
| Grainger, Inc. | Maint/Repair - Coll Sys, Meadowbrook | \$ 31.22 |

| | | | |
|--------------------------------------|--|----|-----------|
| Interstate All Battery Center | Maint/Repair - Plant Vehicles, Battery for Dodge Dakota | \$ | 40.00 |
| Logsdon Office Supply | Office Supplies | \$ | 338.91 |
| Lou's Gloves Inc | Operating Supplies -Personnel, Gloves | \$ | 186.00 |
| Marquez Plumbing Inc | Maint/Repair - Plant, Installation of Lab Sink | \$ | 1,600.00 |
| McHenry County Recorder | Collections Expense | \$ | 5.50 |
| McMaster - Carr Supply Company, Inc. | Maint/Repair - Plant, Screws for Moyno Pump | \$ | 81.91 |
| Menards | Operating Supplies - Sewer Cleanout Plug & Flange | \$ | 78.86 |
| Menards | Maint/Repair - Plant, PVC Cement & Caps for Digester #4 | \$ | 83.89 |
| Menards | Maint/Repair - Plant, PVC Caps for Digester #4 | \$ | 111.84 |
| Menards | Maint/Repair - Plant, PVC & Sewer Caps, Nut Drvr, Hex SS for Digester #4 | \$ | 271.27 |
| PetroChoice LLC | Gas/Fuel | \$ | 527.93 |
| Simple Solutions LLC | Maint/Repair - Coll Sys, Odor Insert, Inflow Protector, Carbon | \$ | 1,028.14 |
| Storino Ramello & Durkin | Collection Expenses | \$ | 222.75 |
| Suburban Laboratories, Inc. | Pro Svs - Lab | \$ | 132.00 |
| Synagro WWT Inc | Sludge Mgt - Feb 2020 | \$ | 15,360.00 |
| Technology Masters | Computer Hardware, Software & Support - Maintenance | \$ | 461.75 |
| The Home Depot | Lab Faucet, Rock Salt, Acrylic Sheet for Maint Lift, Small Tools | \$ | 1,079.91 |
| The Sherwin Williams Co. | Maint/Repair - Plant, Paint for Grit Bldg Bridges | \$ | 179.36 |
| Third Millennium Associates, Inc. | Collections - Rendering of Past Due Notices | \$ | 626.00 |
| Total Laboratory Solutions | Maint/Repair - Plant, Lab Sinks, Drains, Dry Racks, Drip Trays & Faucets | \$ | 2,475.00 |
| USA BlueBook | Oper Supplies - Small Tools for Vactor & TV Truck | \$ | 583.05 |
| Village of Lake In The Hills | Collections - Water Shut Off Fees | \$ | 52.50 |
| Village of Lake In The Hills | Utilities - Water | \$ | 71.22 |
| Warehouse Direct | Pro Svs - Copies | \$ | 28.45 |
| Water One | Oper Suppleis - Personnel, Drinking Water Equip Rental | \$ | 22.50 |
| Wilkens-Anderson Company | Oper Supplies - Lab | \$ | 462.83 |
| Xylem Water Solutions U.S.A., Inc. | Maint/Repair - Plant, SS Washers for RAS Pump | \$ | 114.56 |
| Xylem Water Solutions U.S.A., Inc. | Maint/Repair - Plant, Key for RAS Pump | \$ | 14.40 |
| Ziegler Ace Hardware | Operating Supplies | \$ | 188.04 |

TOTAL O&M FUND BILLS

\$ 92,818.90

CONSTRUCTION FUND BILLS

| | | | |
|--------------------------|--|----|----------|
| Applied Technologies Inc | Engineering - Task Order 19-02 Electrical Upgrades & Filter Bldg Imprvts | \$ | 7,476.00 |
| Applied Technologies Inc | Engineering - Task Order 19-03 Richard Taylor Park Bypass CEI | \$ | 438.00 |
| Applied Technologies Inc | Engineering - Task Order 19-04 Beach Lift Station CEI | \$ | 4,710.00 |
| Concentric Integration | Cap Imprvmts New Const - SCADA System Assessment | \$ | 2,241.00 |

TOTAL CONSTRUCTION FUND BILLS

\$ 14,865.00

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$160,071.20 OF WHICH \$24,129.21 IS FROM THE GENERAL CORPORATE FUND, \$121,076.99 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$14,865.00 IS FROM THE CONSTRUCTION FUND, AND \$0.00 IS FROM THE BOND AND INTEREST FUND.

Approved _____

President Hansen

MANAGER'S REPORT

Month of February, 2020

Customers

| | CURRENT | 12/MO TOTAL | Data for Feb 2019 |
|----------------------------------|---------|----------------|----------------------|
| Total accounts through May 2019: | 11,726 | | |
| New Customers: | 2 | 18 | 0 |
| Connections: | 0 | 9 | 0 |
| Permits Issued: | 0 | 13 | 0 |
| Permits Issued Past 13 Months: | 18 | | |
| Total Permits Issued to Date: | 10,086 | | |
| <i>Residential:</i> | 122 | | |
| <i>Commercial:</i> | 1 | | |
| <i>Industrial:</i> | | | |

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 |
|---------|--------------------|-----------------------------|---------------------|
| 2/10/20 | 2611 Melbourn Lane | basement drain not draining | no |

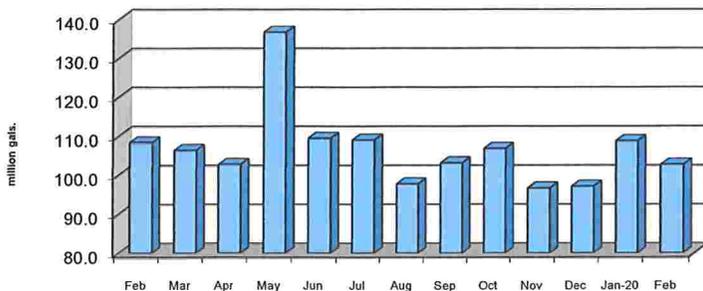
COLLECTION SYSTEM ACTIVITIES

James completed most of the remaining grease trap inspections.

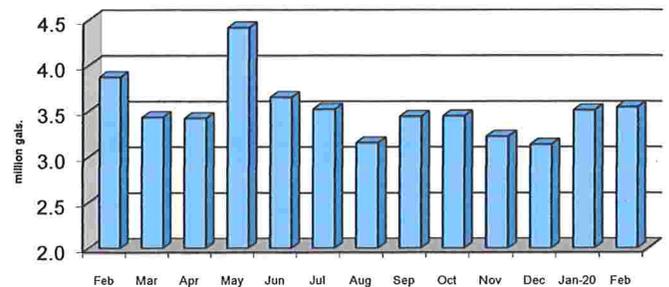
FLOWS

| | | |
|-------------------------------------|---------|-----------------|
| Total Effluent Flow for Month: | 102.707 | million gallons |
| Average Daily Flow: | 3.542 | mgd |
| Maximum Daily Flow: | 4.608 | mgd |
| Precipitation Total: | 0.49 | inches |
| Precipitation This Month Last Year: | 1.54 | inches |
| Septage Accepted: | 203,990 | gallons |

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

February, 2020

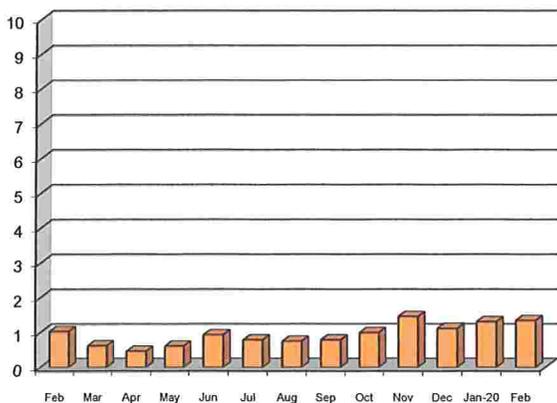
Page 2 of 2

TREATMENT PLANT OPERATIONS

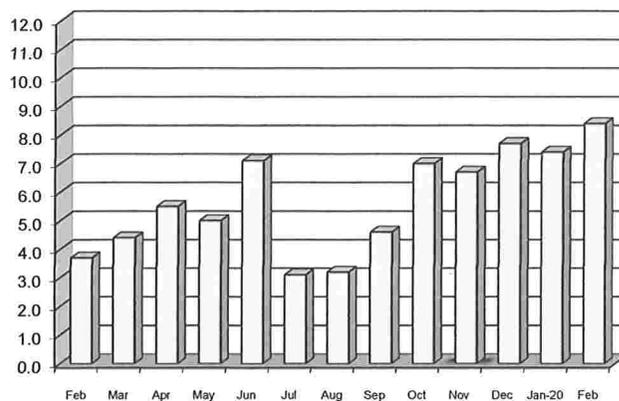
| | <u>Average in</u> | <u>Average out</u> | <u>Average % reduction</u> |
|-------------------------|-------------------|---------------------------|----------------------------|
| CBOD | 141 mg/L | 1.4 mg/L | 99.0% |
| Total Suspended Solids: | 328 mg/L | 8.4 mg/L | 97.4% |
| Ammonia Nitrogen: | 11.2 mg/L | 0.05 mg/L | 99.6% |
| Phosphorus: | | 0.78 mg/L | |
| Fecal Coliform: | | 156 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: | 2.390 million gallons |
| Decanted: | 0.000 million gallons |
| Thickened: | 2.387 million gallons |
| To Digester: | 0.442 million gallons |
| Pressed: | 0.831 million gallons |

PERSONNEL ACTIVITIES

Ross attended the Midwest Water and Wastewater Expo on February 4 and 5, 2020.
 Mike and John attended the FVOA Wastewater Management course on February 11, 2020.
 Tamara, Mike, and John attended the first ComEd SEM Workshop on February 25, 2020.

Respectfully submitted,

Tamara C. Mueller
 District Manager