



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
October 15, 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 of Application and Certificate for Payment No. 4 in the amount of \$60,149.37 to Martam Construction for the Hagele Beach Lift Station.**

Treasurer's Report

Approval of the Bills

Grand total of all bills presented for approval is \$339,970.42 of which \$32,332.04 is from the General Corporate Fund, \$147,801.04 is from the Operations and Maintenance Fund, \$85,274.83 is from the Construction Fund, and \$74,562.51 is from the Bond and Interest Fund.

Manager's Report

Operations and Project Updates

Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 17, 2020**

Roll Call:

The regular meeting was called to order by President Hansen at 7:00pm 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 in attendance were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, Bob Doeringsfeld of Applied Technologies and District Treasurer/Clerk Karen Thompson. District Attorney Ann Williams of Storino, Ramello & Durkin was not present during Roll Call, but arrived during Public Comments.

Approval of Minutes:

Motion was made by Trustee Reed and seconded by Trustee Kehoe to approve the minutes of the Regular Board Meeting of August 20, 2020 as presented. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

Public Comments:

George Roach from GRA P.C. presented The District's Annual Financial Report for the Year Ended April 30, 2020. He explained the audit process and highlighted some of the figures in the financials.

Consent Agenda:

None.

Specific Agenda:

- A. Approval of the Lake in the Hills Sanitary District's Annual Financial Report for the Year Ended April 30, 2020, as presented by George Roach & Associates.

Motion was made by Trustee Kehoe, seconded by Trustee Reed to approve the District's Annual Financial Report for the Year Ended April 30, 2020 (Specific Agenda Item A) as presented. There were no additional questions or discussion. The motion passed after a roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

- B. Approval of the Annual Treasurer's Report for Fiscal Year 2019 - 2020.

Motion was made by Trustee Reed, seconded by Trustee Kehoe to approve the Annual Treasurer's Report for Fiscal Year 2019-2020 (Specific Agenda Item B) as presented. There were no additional questions. The motion passed after a roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

- C. Approval of Ordinance No. 406 - An Ordinance Abating the Taxes Levied for the Year 2020 to Pay General Obligation Bonds, Series 2014.

Trustee Reed asked for additional clarification on this item. District Manager and District Treasurer provided detail and explained that fees to pay for the principal and interest on the bonds are collected via a bio solids surcharge on the quarterly bill, therefore, we should abate the taxes. Motion was made by Trustee Kehoe, seconded by President Hansen to approve Ordinance No. 406 (Specific Agenda Item C) as presented. The motion passed after a roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 17, 2020**

D. Approval of the Lake in the Hills Sanitary District Position Titles and Job Descriptions.

Motion was made by President Hansen, seconded by Trustee Kehoe to approve the District Position Titles and Job Descriptions (Specific Agenda Item D) as presented. There were no additional questions or discussion. The motion passed after a roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

Treasurer's Report:

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

She also let the Board know that she received a revised property tax distribution schedule from the County. Distributions will continue into February 2021 due to the resolution passed by the County which extends the tax due dates because of Covid.

Motion was made by President Hansen, seconded by Trustee Kehoe, to approve the August 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 further added that she has all of the bills with her in case anyone would like any additional detail.

Motion was made by President Hansen and seconded by Trustee Kehoe to approve the List of Bills as presented for payment totaling \$312,372.02 of which \$22,607.93 is from the General Corporate Fund, \$147,477.59 is from the Operations & Maintenance Fund, \$142,286.50 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.

Manager's Report:

District Manager presented a written copy of the August 2020 Manager's Report and provided a verbal summary.

There were three callouts in August and none were the District's issue.

Staff has been working in the collection system doing preventative maintenance and televising.

We did have an ammonia violation in August. This was the result of some experimentation in the oxidation ditch in an effort to save energy. We have now switched back to normal.

District Manager attended a virtual Com Ed SEM workshop in August. We also received a \$1,000 check from Com Ed for our participation in the energy management process. This check was received in September and will be reflected on the September Treasurer's reports.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 17, 2020**

President Hansen noticed that monthly flows were down. This is most likely attributable to the lack of precipitation in August and also (hopefully) needed repairs and lid changes being made to manholes to stop infiltration.

Motion was made by Trustee Kehoe, seconded by Trustee Reed to accept the August 2020 Manager's Report as presented.

The motion passed after a roll call vote; President Hansen, Trustee Kehoe and Trustee Reed voted aye.

Engineer's Report:

Bob Doeringsfeld of Applied Technologies provided a written report and a verbal summary.

Task Order 19-04 (Hagele Beach Lift Station Construction) – The lift station has been operational for about a month. Some additional restoration work was done today. The only things left to be completed are some final site restorations with an erosion control blanket and seed and some additional staff training. There is about \$60,000 remaining to be paid out for this project.

Task Order 20-01 (Phosphorus Reduction Study & Discharge Plan) – The report has been completed and given to District staff. There is a meeting scheduled with staff for later this month to discuss the report and go over comments. After this meeting they will work towards submitting to the Fox River Water Shed Group and the IEPA.

Task Order 20-02 (Electrical & Filter Building Improvements CEI) – A preconstruction meeting was held last month. They are still in the submittal process and onsite work has not yet started.

Attorney's Report:

None.

Unfinished Business:

None.

New Business:

None.

Executive Session:

President Hansen made a motion that we go into executive session for the 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). This motion was seconded by Trustee Kehoe. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye. The Board went into executive session at 7:39pm.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 17, 2020**

Regular Meeting Reconvened:

President Hansen made a motion to reconvene the regular meeting. Trustee Kehoe seconded the motion. On a roll call vote President Hansen, Trustee Kehoe and Trustee Reed voted aye. The regular meeting was reconvened at 7:43pm. Also present at the reconvened regular meeting 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 August 8, 2019 and March 12, 2020. Motion was seconded by Trustee Kehoe. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye.

Adjournment:

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

The meeting was adjourned at 7:44pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2020.

President Hansen

October 12, 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. 4

Dear Lake in the Hills Sanitary District Board of Trustees:

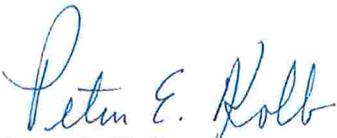
Martam Construction, Inc. has submitted the attached invoice for Pay Request No. 4, for the Lake in the Hills Sanitary District Hagele Beach Lift Station project. We have reviewed the work and invoice and recommend approval of the payment in the amount of **\$60,149.37**.

The recommended approved payment includes reducing total retainage to 1% of the project, \$5,306.76. The final total project cost is \$530,676.32, which is \$1,898.88 under the approved \$532,575.20 (Bid Price plus WCD No. 1 – change to MetroCloud SCADA). Items included in this invoice are the remaining electrical work, site grading and restoration, the finalization of the installed wall, and reduction of retainage.

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 the Hills Sanitary District
 ENGINEER: Applied Technologies, Inc. (Project #6377)
 SITE LOCATION: Hagele Beach Lift Station - Lake in the Hills
 MARTAM JOB #: 1294

PAY ESTIMATE #:	04	DATE:	09/30/20
PERIOD FROM:	08/06/20	PERIOD TO:	09/30/20

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 Exist Overhead Power Lines	LS	1	0	1	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00	
2		Bond, Insurance, and Mobilization	LS	1	0	1	\$ 25,330.00	\$ 25,330.00	\$ 25,330.00	1	\$ 25,330.00	
3		Erosion Control & Construction Staging Area	LS	1	0	1	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	1	\$ 10,500.00	
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	1	\$ 153,260.00	
6		Valve Vault Excavation & Installation	LS	1	0	1	\$ 34,230.00	\$ 34,230.00	\$ 34,230.00	1	\$ 34,230.00	
7		Temporary Bypassing	LS	1	0	1	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	1	\$ 5,500.00	
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	1	\$ 18,700.00	
10		Meter Vault Excavation & Installation	LS	1	0	1	\$ 14,450.00	\$ 14,450.00	\$ 14,450.00	1	\$ 14,450.00	
11		4" Foremain Installation	LS	1	0	1	\$ 8,230.00	\$ 8,230.00	\$ 8,230.00	1	\$ 8,230.00	
12		Mechanical Piping in Wet Well & Valve Vault	LS	1	0	1	\$ 31,100.00	\$ 31,100.00	\$ 31,100.00	1	\$ 31,100.00	
13		Painting	LS	1	0	1	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	1	\$ 8,500.00	
14		Pumps & Controls	LS	1	0	1	\$ 82,900.00	\$ 82,900.00	\$ 82,900.00	1	\$ 82,900.00	
15		Electrical	LS	1	0	1	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00	1	\$ 53,000.00	
16		Demolition Of Existing Lift Station	LS	1	0	1	\$ 14,700.00	\$ 14,700.00	\$ 14,700.00	1	\$ 14,700.00	
17		Site Grading & Restoration	LS	1	0	1	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	1	\$ 8,500.00	
18		Replacement Allowance	LS	1	0	1	\$ 8,100.00	\$ 8,100.00	\$ 8,100.00	1	\$ 8,100.00	
19		Skilled Trades Crew Allowance	LS	1	0	1	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00	1	\$ 5,200.00	
20		Utilities Allowance	LS	1	0	1	\$ 2,415.00	\$ 2,415.00	\$ 2,415.00	1	\$ 2,415.00	
21		Landscape Plantings Allowance	LS	1	0	1	\$ 2,786.12	\$ 2,786.12	\$ 2,786.12	1	\$ 2,786.12	
22		Staging Area Allowance	LS	1	0	1	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	1	\$ 28,000.00	
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	\$ 713.88	\$ 713.88	\$ 713.88	0	\$ -	
25		Work Change Directive No. 1	LS	0	1	1	\$ 5,975.20	\$ -	\$ 5,975.20	1	\$ 5,975.20	
								\$ 526,600.00	\$ 531,790.20			

ORIGINAL CONTRACT VALUE:	\$ 526,600.00
CHANGE ORDERS:	\$ 5,190.20
COMPTROLLER FEE:	\$ -
ADJUSTED CONTRACT VALUE:	\$ 531,790.20

TOTAL WORK COMPLETED:	\$ 530,676.32
LESS RETAINAGE:	\$ (5,306.76)
LESS PREVIOUS PAYMENTS:	\$ (465,220.19)
TOTAL AMOUNT DUE:	\$ 60,149.37

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of September, 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	644,412.30	482,292.19	686,944.74
First National Bank - Certificate Fund	Bond & Int	70,584.48	84,087.60	30,078.28
First National Bank - Depreciation Account	Construction	2,218,456.06	2,226,568.91	2,208,654.83
First National Bank - Surplus Funds	Construction	10,909.85	54,846.25	35,533.35
First National Bank - Bond & Interest Fund	Bond & Int	758,468.37	821,238.94	689,089.29
First National Bank - Sinking Funds	Bond & Int	934,522.82	949,305.95	890,178.50
Algonquin Bank & Trust - Cash Mgr	O&M	1,146,786.16	966,406.68	1,058,229.06
Algonquin Bank & Trust - Operating	O&M	230.00	0.00	310.00
Home State Bank	O&M	26,562.63	26,721.71	23,648.78
Illinois State Bank	O&M	11,570.52	11,571.01	10,559.83
Credit Cards		(299.30)	(597.41)	(866.42)

TOTAL BEGINNING CASH AND INVESTMENTS 5,822,203.89 5,622,441.83 5,632,360.24
 SEWERAGE FUNDS

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Sewer Bill Income/User Charges	77,204.26	119,877.65	1,075,423.28	3,600,000.00
Septage Income	18,321.00	25,812.42	175,106.96	250,000.00
Wastewater Discharge Income	4,476.21	4,955.92	21,111.18	45,000.00
Refunds	(746.40)	(743.02)	(5,755.59)	-
Connection/Tap-On Fees	-	-	-	95,000.00
Annexation Fees (inc. GIS)	-	-	-	5,000.00
Downstream & Misc Charges	-	-	-	500.00
Liftstation Recapture	-	-	-	-
Gain/Loss - Sale of Equipment	-	-	-	-
Rebates, Refunds or Grants Received	24,609.28	1,000.00	25,609.28	-
Interest Income	346.67	287.31	2,489.15	15,000.00
TOTAL REVENUES AND RECEIPTS	<u>124,211.02</u>	<u>151,190.28</u>	<u>1,293,984.26</u>	<u>4,010,500.00</u>

Expenditures

PERSONNEL SERVICES

District Personnel Salaries	52,076.78	55,390.40	258,682.23	634,000.00
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ADMINISTRATIVE EXPENSES

Telephone	200.01	199.98	989.47	3,000.00
Postage	781.79	3,795.39	8,665.37	22,000.00
Printing and Publications	-	-	-	2,000.00
Office Supplies	364.30	563.06	2,475.54	7,500.00
Billing and Collection Expenses	8,573.10	1,836.46	27,172.81	75,000.00
Professional Services	89.69	113.51	427.94	10,000.00
Training, Travel and Education	25.00	-	25.00	7,000.00
Computer Hardware, Software, and Support	1,653.85	810.35	8,513.20	70,000.00
Community Affairs	-	-	-	2,000.00
Medical and Life Insurance	19,612.74	19,612.74	98,063.70	275,000.00
	<u>31,300.48</u>	<u>26,931.49</u>	<u>146,333.03</u>	<u>473,500.00</u>

OPERATIONS AND MAINTENANCE

Operating Supplies	6,490.32	3,187.83	22,734.35	60,000.00
Maintenance and Repair (Plant)	656.41	4,004.07	33,901.10	150,000.00
Maintenance and Repair (Collection Systems)	18,658.52	17,199.92	57,153.84	310,000.00
Utilities and Energy	40,066.45	34,664.74	195,654.10	475,000.00
Grounds Upkeep	1,217.04	2,462.00	8,810.06	30,000.00
Gasoline/Oil	1,484.20	446.31	4,482.81	20,000.00
Computer and Support Services	-	-	-	2,000.00
Emergency Communications	8,979.87	8,970.28	44,757.94	75,000.00
Sludge Management	13,200.00	12,164.00	99,377.25	225,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Professional Services	296.00	2,717.29	9,288.71	25,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	-	17,500.00	30,000.00
GIS	-	-	-	10,000.00
	<u>91,048.81</u>	<u>85,816.44</u>	<u>493,660.16</u>	<u>1,422,000.00</u>

Expenditures (continued)

CAPITAL IMPROVEMENTS

New Construction	156,066.91	40,468.50	468,574.64	1,500,000.00
Plant Equipment	-	100,208.00	100,208.00	530,000.00
Collection System	-	52,314.60	52,314.60	800,000.00
Vehicles	-	-	-	75,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	-	-	-	375,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>156,066.91</u>	<u>192,991.10</u>	<u>621,097.24</u>	<u>3,286,000.00</u>

BOND TRANSFERS

2008 Debt Certificates, Principal	-	-	-	115,000.00
2008 Debt Certificates, Interest	-	-	-	43,000.00
Administration Fees - 2008 Debt Certs	-	-	-	2,000.00
	<u>-</u>	<u>-</u>	<u>-</u>	<u>160,000.00</u>

Series 2014 Bond, Principal	-	-	-	110,000.00
Series 2014 Bond, Interest	-	-	-	107,000.00
Administration Fees - 2014 Series Bond	-	-	-	2,000.00
	<u>-</u>	<u>-</u>	<u>-</u>	<u>219,000.00</u>

CONTINGENT AND MISCELLANEOUS EXPENSES

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

TOTAL EXPENDITURES 330,492.98 361,129.43 1,519,772.66 6,197,500.00

EXCESS OF REVENUES OVER (UNDER) EXPENDITURES (206,281.96) (209,939.15) (225,788.40) (2,187,000.00)

		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	482,292.19	291,611.13	485,475.71
First National Bank - Certificate Fund	Bond & Int	84,087.60	97,591.15	43,580.07
First National Bank - Depreciation Account	Construction	2,226,568.91	2,227,652.75	2,216,122.60
First National Bank - Surplus Funds	Construction	54,846.25	14,144.46	18,338.32
First National Bank - Bond & Interest Fund	Bond & Int	821,238.94	827,127.61	748,950.11
First National Bank - Sinking Fund	Bond & Int	949,305.95	964,088.31	904,959.74
Algonquin Bank & Trust - Cash Mgr.	O&M	966,406.68	890,246.74	1,075,259.91
Algonquin Bank & Trust - Operating	O&M	0.00	22,106.00	68.00
Home State Bank	O&M	26,721.71	27,328.37	23,648.97
Illinois State Bank	O&M	11,571.01	11,704.99	10,627.90
Credit Cards	O&M	(597.41)	(289.36)	(813.78)
		<u>5,622,441.83</u>	<u>5,373,312.15</u>	<u>5,526,217.55</u>

TOTAL ENDING CASH AND INVESTMENTS 5,622,441.83 5,373,312.15 5,526,217.55
SEWERAGE FUNDS

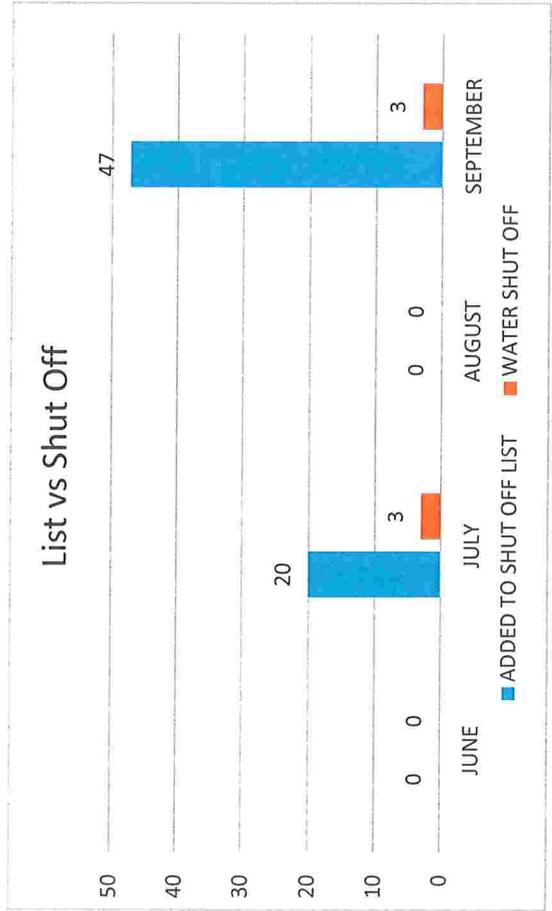
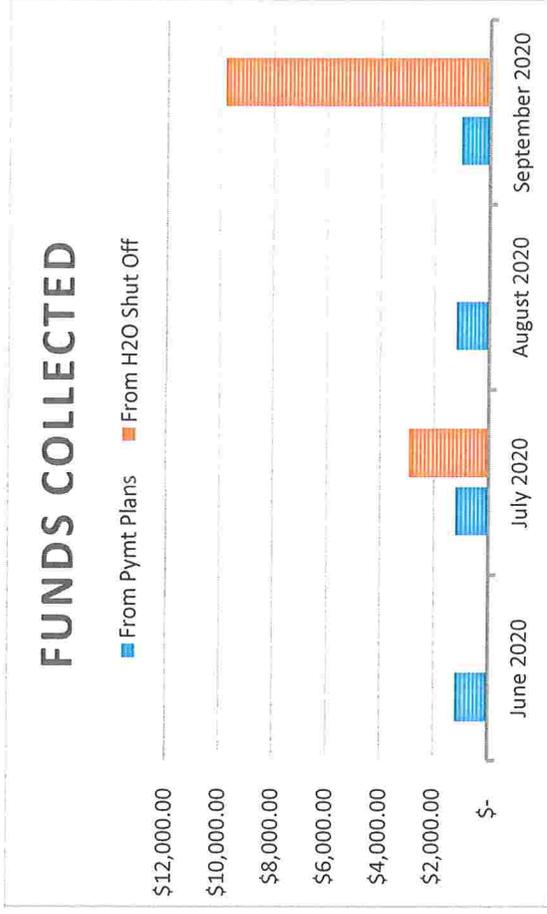
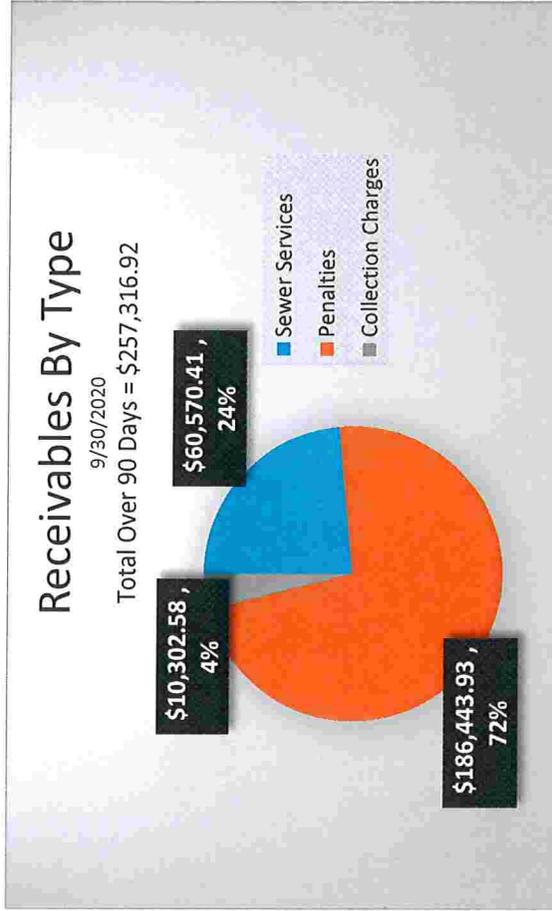
LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of September, 2020

	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	1,395,254.70	1,366,642.69	1,226,361.68	
Credit Cards	-	-	-	
TOTAL BEGINNING CASH AND INVESTMENTS	1,395,254.70	1,366,642.69	1,226,361.68	
	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	7,333.93	120,322.16	281,275.07	308,320.00
Audit Fund	47.73	783.05	1,830.54	2,006.00
Chlorination Fund	0.39	6.46	15.10	16.00
Liability Insurance Fund	1,189.50	19,515.04	45,619.96	50,006.00
Social Security Fund	1,308.45	21,466.67	50,182.23	55,007.00
Retirement Fund	3,687.04	60,490.51	141,407.60	155,004.00
Replacement Taxes	199.73	-	730.17	-
Interest Income	59.16	60.44	286.42	1,000.00
TOTAL REVENUES AND RECEIPTS	13,825.93	222,644.33	521,347.09	571,359.00
Expenditures				
GENERAL FUND				
PERSONNEL SERVICES				
Salaries of Trustees, Manager, Treasurer & Clerk	14,740.00	14,935.00	73,175.00	185,000.00
CONTRACTUAL SERVICES				
Professional Engineering	1,372.00	1,568.00	5,488.00	75,000.00
Legal Services	1,696.00	1,111.25	4,084.75	35,000.00
Other Professional Services	-	-	-	5,000.00
	3,068.00	2,679.25	9,572.75	115,000.00
ADMINISTRATIVE EXPENSES				
Printing, Publications	-	-	1,751.88	5,000.00
Office Supplies, Equipment	-	-	-	3,000.00
Postage	472.31	-	595.16	1,000.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	-	-	100.00	4,000.00
	472.31	-	2,447.04	18,000.00
OPERATING EXPENSES				
Building and Grounds Upkeep	-	-	2,140.00	15,000.00
Utilities	445.95	-	2,762.19	30,000.00
J.U.L.I.E.	-	-	-	3,000.00
Training and Education	-	-	-	3,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	-	275.00	550.00	7,000.00
	445.95	275.00	5,452.19	60,000.00
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	150.00	150.00	1,000.00
	-	150.00	150.00	1,000.00
TOTAL GENERAL FUND	18,726.26	18,039.25	90,796.98	379,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Expenditures (continued)				
CHLORINATION FUND	-	-	2,796.10	24,000.00
	-	-	2,796.10	24,000.00
AUDIT FUND	-	-	-	20,000.00
	-	-	-	20,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	5,077.00	-	9,016.00	24,000.00
Property	-	-	109.00	45,500.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	80,000.00
Administrative Fee	153.00	-	272.00	500.00
	5,230.00	-	9,397.00	165,000.00
SOCIAL SECURITY FUND	5,111.50	5,379.90	25,191.94	60,000.00
IMRF FUND	13,370.18	14,208.21	67,867.09	300,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
TOTAL EXPENDITURES	42,437.94	37,627.36	196,049.11	948,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(28,612.01)	185,016.97	325,297.98	(376,641.00)
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	1,366,642.69	\$ 1,551,809.66	1,226,247.48	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,366,642.69	1,551,809.66	1,226,247.48	
GENERAL CORPORATE FUND				

Accounts Receivable Analysis

September 2020



Monthly Shut Off Summary

Lake in the Hills

- 2 shut off – 1 was pd in full post shut off and 1 remains unpaid and appears vacant.

Huntley

- NONE.

Crystal Lake

- 1 shut off – was paid in full post shut off.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
October 15, 2020 Meeting Date**

Name	Memo	Amount
General Fund		
Jones Insurance Services	Contingent & Misc NOA - Trustee Bonds	\$ 150.00
TOTAL GEN FUND BILLS PAID PRIOR TO MEETING		\$ 150.00
O & M Fund		
AT&T	Emergency Communications	\$ 13.68
AT&T	Emergency Communications	\$ 334.54
AT&T	Emergency Communications	\$ 11,913.48
Comcast	Computer & Telephone Expenses	\$ 389.83
Sandman's Paving & Sealcoating	Maint/Repair - Coll Sys, Driveway Manhole	\$ 1,800.00
Verizon Wireless	Emergency Communications	\$ 366.57
Village of Lake in the Hills	Maint/Repair - Coll Sys, Permit	\$ 32.00
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 14,850.10
Construction Fund		
Flooring Installation Inc	Cap Imprvmts - Pro Svs & Upgrades - Flooring	\$ 14,990.00
TOTAL CONST FUND BILLS PAID PRIOR TO MEETING		\$ 14,990.00

**LITH SANITARY DISTRICT
Recurring Bills
October 15, 2020 Meeting Date**

Name	Memo	Amount
General Fund		
Illinois Municipal Retirement Fund	Employer Portion of IMRF - September 2020	\$ 14,208.21
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 5,379.90
TOTAL GENERAL FUND RECURRING BILLS		\$ 19,588.11
O & M Fund		
Blue Cross Blue Shield	Medical Insurance Premiums (for September 2020)	\$ 18,129.70
Humana	Specialty Insurance Premiums (for September 2020)	\$ 1,483.04
Payment Service Network	Collection Expenses from August 2020	\$ 785.44
United States Postal Service	Postage - Quarterly Bills	\$ 3,795.39
TOTAL O & M RECURRING BILLS		\$ 24,193.57

Approved _____

President Hansen

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
October 15, 2020 Meeting**

Name	Memo	Amount
GENERAL CORP FUND BILLS		
Applied Technologies Inc	Contractual Svs - Engineering	\$ 634.00
Environmental Systems Research Institute	Computer Expenses	\$ 400.00
George Roach & Associates	Audit FYE 4/30/2020	\$ 10,000.00
IGS Energy (fka Interstate Gas Supply)	Utilities - Nat Gas Delivered for July 2020	\$ 7.35
IGS Energy (fka Interstate Gas Supply)	Utilities - Nat Gas Delivered for August 2020	\$ 9.88
Nicor Gas	Utilities	\$ 259.82
Nicor Gas	Utilities	\$ 261.91
Northwest Herald	Printing & Publications -Newspaper	\$ 235.00
Shaw Suburban Media Group	Printing & Publications - Public Notice Availability of Audit	\$ 59.72
Storino Ramello & Durkin	Contractual Svs - Legal September 2020	\$ 726.25
TOTAL GENERAL CORP FUND BILLS		\$ 12,593.93

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
October 15, 2020 Meeting**

Name	Memo	Amount
O & M BILLS		
Ansercall 24 LLC	Emergency Communications	\$ 100.00
Automatic Control Services	Pro Svs - Annual Calibration of Flow Meters	\$ 2,000.00
Calco, Ltd. Inc.	Operating Supplies - Lab	\$ 253.00
City of Crystal Lake	Collection Expenses - Water Shut Offs	\$ 100.00
Constellation New Energy Inc	Utilities - Meadowbrook	\$ 116.17
Constellation New Energy Inc	Utilities - Pyott	\$ 302.25
Constellation New Energy Inc	Utilities - Plant	\$ 31,720.59
Constellation New Energy Inc	Utilities - Decatur	\$ 2,333.04
Constellation New Energy Inc	Utilities - Beach	\$ 59.76
Constellation New Energy Inc	Utilities - Concord	\$ 1,022.84
Dell	Computer Expenses - Laptop for Manhole Camera	\$ 2,136.60
Dreisilker Electric Motors Inc	Maint/Repair - Plant, Blower #3	\$ 652.50
EJ Equipment Inc	Maint/Repair - Coll Sys, TV Camera	\$ 945.34
First National Bank of Omaha - Visa	Pro Svs - Intuit Fees, Operating Supplies	\$ 235.60
First Security Systems, Inc.	Pro Svs - Fire Alarm Svs & Battery	\$ 444.30
Flood Brothers Disposal	Bldgs & Grounds - October Trash	\$ 327.74
Hawkins, Inc	Sludge Mgt, Aqua Hawk 808 & 1124	\$ 7,630.95

Hydrotex	Operating Supplies - Oxidation Grease	\$	1,233.01
Illinois Department of Employment Security	Unemployment	\$	3,554.75
Kaman Industrial Technologies	Maint/Repair - Plant, Oxidation Ditch Bank 314	\$	315.17
Kaman Industrial Technologies	Maint/Repair - Plant, Oxidation Ditch Bank 313	\$	538.11
Kaman Industrial Technologies	Maint/Repair - Plant, Oxidation Ditch Bank 314	\$	4,095.48
Kaman Industrial Technologies	Maint/Repair - Plant, Oxidation Ditch Bank 314	\$	538.11
Liberty Process Equipment Inc	Maint/Repair - Plant, Big Moyno Pump	\$	3,365.00
Logsdon Office Supply	Office Supplies	\$	15.99
Logsdon Office Supply	Office Supplies	\$	44.43
Lou's Gloves Inc	Operating Supplies - Personnel	\$	293.00
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, MH237	\$	2,623.28
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, MH358 & MH90	\$	3,041.87
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Inflow & Infiltration Repairs	\$	3,762.27
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Inflow & Infiltration Repairs	\$	3,492.43
Marc Kresmery Construction LLC	Maint/Repair - Plant, Hydrant Replacement	\$	2,568.18
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Inflow & Infiltration Repairs	\$	3,733.63
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Inflow & Infiltration Repairs	\$	3,443.82
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Inflow & Infiltration Repairs	\$	3,383.02
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Inflow & Infiltration Repairs	\$	3,223.78
McHenry County Recorder	Collection Expenses	\$	9.00
Metropolitan Industries, Inc.	Emergency Communications-Metro Cloud Data Svs	\$	135.00
North Shore Water Reclamation District	Pro Svs - Lab, Biomonitoring	\$	800.00
PetroChoice LLC	Gas/Fuel	\$	496.77
Ryco Landscaping	Grounds Upkeep - September Mowing & Trimming	\$	1,232.00
Sartorius Corporation	Operating Supplies - Lab	\$	173.37
Storino Ramello & Durkin	Collection Expenses	\$	275.25
Suburban Laboratories, Inc.	Pro Svs - Lab	\$	132.00
Synagro-WWT, Inc.	Sludge Mgt - Sept 2020	\$	7,200.00
Technology Masters Inc	Computer Hardware, Software & Support - Map Drives	\$	31.75
The Home Depot	Operating Supplies - Bleach	\$	53.76
The Sherwin Williams Co.	Maint/Repair - Plant	\$	464.33
Third Millennium Associates	Collection Expenses - Quarterly Bill Rendering	\$	2,463.01
Uline Inc	Operating Supplies - Safety, Mats	\$	758.24
United Laboratories	Operating Supplies - Germcdl Foam Clnr	\$	242.22
Village of Lake In The Hills	Collection Expenses - Water Shut Offs	\$	157.50
Warehouse Direct	Pro Svs - Copies	\$	64.75
Water One, Inc.	Operating Supplies - Drinking Water Equip Rental	\$	22.50
Ziegler's Ace Hardware	Operating Supplies	\$	399.91

TOTAL O&M FUND BILLS

\$ 108,757.37

CONSTRUCTION FUND BILLS

Applied Ecological Services	Cap Imprvmts - Pro Svs & Upgrades, Prairie Restoration	\$	1,300.00
Applied Technologies Inc	Engineering - Task Order 20-01 Phosphorus Reduction Feasibility Study	\$	1,647.00
Applied Technologies Inc	Engineering - Task Order 20-02 Filter Bldg CEI	\$	982.00
Mac Painting	Cap Imprvmts - Pro Svs & Upgrades, Exterior Painting, Pwrwash & Sanding	\$	7,500.00
Marc Kresmery Construction LLC	Cap Imprvmts - Pro Svs & Upgrades, Valves	\$	3,194.20
Marc Kresmery Construction LLC	Cap Imprvmts - Pro Svs & Upgrades, Valves	\$	17,992.21
Marc Kresmery Construction LLC	Cap Imprvmts - Pro Svs & Upgrades, Valves	\$	16,636.91
Marc Kresmery Construction LLC	Cap Imprvmts - Pro Svs & Upgrades, Valves	\$	16,579.35
Marc Kresmery Construction LLC	Cap Imprvmts - Pro Svs & Upgrades, Valves	\$	4,453.16

TOTAL CONSTRUCTION FUND BILLS

\$ 70,284.83

BOND & INTEREST FUND BILLS

Bank of New York Mellon	Interest - 2008 Debt Certs	\$	21,293.76
Bond Trust Services	Interest - 2014 Bonds	\$	53,268.75

TOTAL BOND & INTEREST FUND BILLS

\$ 74,562.51

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$339,970.42 OF WHICH \$32,332.04 IS FROM THE GENERAL CORPORATE FUND, \$147,801.04 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$85,274.83 IS FROM THE CONSTRUCTION FUND, AND \$74,562.51 IS FROM THE BOND AND INTEREST FUND.

Approved _____

President Hansen

MANAGER'S REPORT

Month of September, 2020

Customers

	CURRENT	12/MO TOTAL	Data for Sep 2019
Total accounts through July 2020:	11,735		
New Customers:	0	15	2
Connections:	0	4	0
Permits Issued:	4	7	1
Permits Issued Past 13 Months:	8		
Total Permits Issued to Date:			
<i>Residential:</i>	10,090		
<i>Commercial:</i>	122		
<i>Industrial:</i>	1		

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

NAME	PE	DWELLINGS	Issued

COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
9/5/2020	6 Pershing	roots in service line	no
9/8/2020	2951 Hillsboro Lane	sewer odor in basement	no

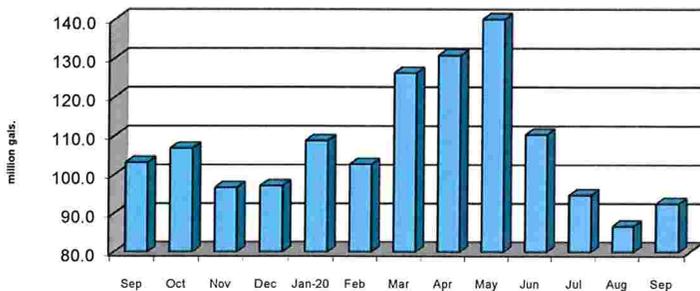
COLLECTION SYSTEM ACTIVITIES

James televised 15 lines totaling 3,403'.
 John and Rene root cut 5 lines and cleaned and vactored one line.
 Kresmery Construction rehabilitated 21 manholes around the lake contributing to I&I.

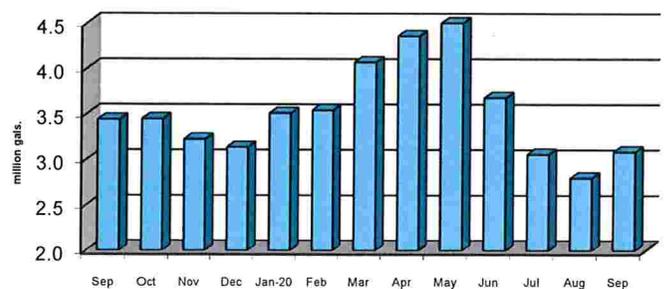
FLOWS

Total Effluent Flow for Month:	92.535	million gallons
Average Daily Flow:	3.085	mgd
Maximum Daily Flow:	4.497	mgd
Precipitation Total:	5.52	inches
Precipitation This Month Last Year:	7.99	inches
Septage Accepted:	566,991	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

September, 2020

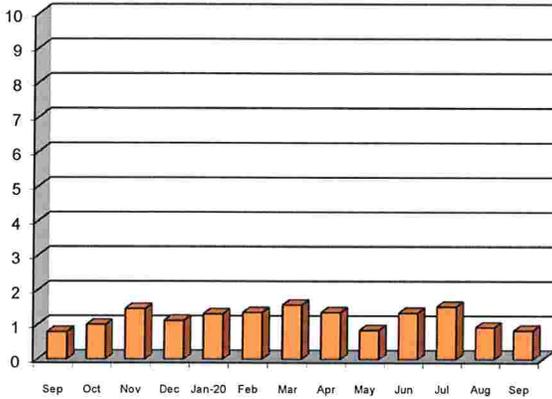
Page 2 of 2

TREATMENT PLANT OPERATIONS

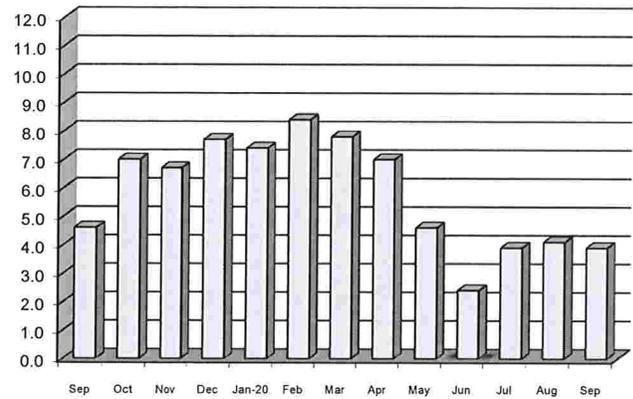
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
CBOD	153 mg/L	0.8 mg/L	99.5%
Total Suspended Solids:	498 mg/L	3.9 mg/L	99.2%
Ammonia Nitrogen:	12.0 mg/L	0.2 mg/L	98.6%
Phosphorus:		0.52 mg/L	
Fecal Coliform:		284 colonies (daily max.)	

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:	3.680 million gallons
Decanted:	0.470 million gallons
Thickened:	3.241 million gallons
To Digester:	0.944 million gallons
Pressed:	0.904 million gallons

PERSONNEL ACTIVITIES

Ross transported effluent samples to North Shore Water Reclamation District for the second biomonitoring test. Samples passed 100%.

Respectfully submitted,

Tamara C. Mueller
District Manager



Date: October 15, 2020 **Project #:** 6255

To: Tamara Mueller, District Manager and Board of Trustees

Organization: Lake in the Hills Sanitary District

From: Peter E. Kolb, P.E., District Engineer

Regarding: October 2020 District Engineer's Report

Cc: Karen Thompson – District Clerk/Treasurer

1. Task Order 19-04 – Hagele Beach Lift Station Construction
 - a. Tasks completed this period
 - i. Construction activities at the site are complete.
 - ii. Progress Pay Request No. 4 in the amount of \$60,149.37 was included as an agenda item for this month.
 - iii. Retainage in the amount of \$5,306.76 remains on hand until after site landscaping has become established.
 - b. Schedule
 - i. Award – November 14, 2019
 - ii. Construction – Completed October 2020
 - iii. Final payout – March 2021
2. Task Order 20-01 – Phosphorus Reduction Feasibility Study and Phosphorus Discharge Optimization Plan
 - a. Tasks completed this period
 - i. A draft copy of the Phosphorus Reduction Feasibility Study and Discharge Optimization Plan was submitted to the District staff for review and comments.
 - ii. A meeting was held on Tuesday September 29th to go over the District's comments.
 - iii. District comments have been incorporated and final copies of the Plan are being assembled to be delivered to the District.
 - iv. The District will handle submittal to the IEPA and the Fox River Study Group.
 - b. Schedule
 - i. Task Order Authorization - January 16, 2020

- ii. Draft Reports and Documentation - August 2020
- iii. Final Reports – October 2020
- iv. Submittal to IEPA/FRSG – Pending

3. Task Order 20 –02 Electrical & Filter Building Improvements – Construction Engineering and Inspection Services

a. Tasks completed this period

- i. Larson & Larson has been submitting equipment sheets for review and approval by ATI.
- ii. A construction schedule outlining the sequence of construction activities is pending.

b. Schedule

- i. Construction Contract Award - June 11, 2020
- ii. Preconstruction Conference – July 13, 2020
- iii. Construction – October to January 2021