



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
July 15, 2021
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Pledge of Allegiance

Roll Call

Approval of the Minutes

Public Comments

Consent Agenda

Specific Agenda

- A. Approval to close account at Home State Bank and transfer funds to First National Bank, O&M account.**
- B. Approval of Contractor's Application for Payment No. 3 - FINAL in the Amount of \$14,330.24 to Larson & Larson Builders, Inc. for the Electrical Upgrades & Filter Building Improvements Project.**
- C. Approval of Ordinance No. 409, An Ordinance Amending the Lake in the Hills Sanitary District Code of Rules and Regulations Regarding Regular Board Meetings.**

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$179,551.68 of which \$17,804.19 is from the Governmental Fund, \$159,812.24 is from the Operations and Maintenance Fund, \$1,935.25 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.



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**AGENDA
REGULAR MEETING
OF THE BOARD OF TRUSTEES
July 15, 2021
7:00 p.m.
Page 2**

Manager's Report

Operations Update

Hiring of Kadie Gillie as Administrative Assistant

Hiring of Dwight Hiott and Cory Komro for Seasonal Help

2021/2022 Tax Levy

Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
June 17, 2021**

Swearing in of New Trustee:

District Clerk administered the Oath of Office for new Trustee Russ Ruzanski.

Roll Call:

The regular meeting was called to order by President Hansen at 7:01 pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Eric Hansen, Trustee Jessica Reed and Trustee Russ Ruzanski. Also in attendance 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 Trustee Reed and seconded by Trustee Ruzanski to approve the minutes of the Public Hearing & Regular Board Meeting of May 20, 2021 as presented. On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye.

Public Comments:

None.

Consent Agenda:

None.

Specific Agenda:

- A. Voting for President and Vice President

Motion was made by Trustee Ruzanski to appoint Eric Hansen as President and Jessica Reed as Vice President. Motion was seconded by Trustee Reed. There were no additional questions or discussion. Motion passed after a roll call vote with President Hansen and Trustees Reed and Ruzanski voting aye.

Treasurer's Report:

District Treasurer presented final written copies of the May 2021 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

She also provided a brief summary for Trustee Ruzanski of the Accounts Receivable Analysis report.

Motion was made by President Hansen, seconded by Trustee Reed, to approve the May 2021 Treasurer's reports. On a roll call vote, President Hansen, Trustee Reed and Trustee Ruzanski voted aye.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
June 17, 2021**

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.

Motion was made by President Hansen and seconded by Trustee Reed to approve the List of Bills for payment totaling \$189,917.01 of which \$18,787.80 is from the Governmental Fund, \$158,301.20 is from the Operations and Maintenance Fund, \$12,828.01 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.

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

Manager's Report:

District Manager presented a written copy of the May 2021 Manager's Report and provided a verbal summary.

There were two emergency call outs in May and one was related to a blockage in the main line. We jetted the line to clear the blockage. There was no property damage.

We hosted a ComEd strategic energy management treasure hunt. It went very well and District staff who participated enjoyed it. We were told that we are saving over 12% in our electric costs.

We are having trouble getting some of our lab supplies. Our suppliers are over 130 days from having availability. This is related to Covid. As a result, our lab tech is having to wash supplies every day and we are having to send some samples out to a lab instead of doing them in-house. District Manager will continue to look at alternative suppliers and options.

District Engineer has been asked to help District Manager establish a barium limit in our ordinances. It would be more efficient to treat the barium at the source rather than at our facility.

Motion was made by President Hansen, and seconded by Trustee Reed to approve the May 2021 Manager's Report.

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

Engineer's Report:

Peter Kolb of Applied Technologies provided a written report and a verbal summary.

Task Order 20-02 (Electrical & Filter Building Improvements CEI) – HVAC units and all systems are functional. The O&M manual has been received and they made some final comments. Some dates for training have been presented. They anticipate that the retainage can be paid out next month.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
June 17, 2021**

Attorney's Report:

District Attorney reminded Trustee Ruzanski that because we are a three member board, the Open Meetings Act makes it impossible for the District Trustees to interact with each other outside of the board meetings. Therefore, all communication should be done either through the District Manager or Attorney.

Unfinished Business:

None.

New Business:

President Hansen welcomed Trustee Ruzanski to our Board of Trustees. He also stated that a tour of the facility could be provided if he wishes. Trustee Ruzanski indicated that District Manager already provided him with a full facility tour.

Trustee Ruzanski thanked everyone for the warm welcome. He further stated that he is used to opening Board meetings by facing the flag and reciting the Pledge of Allegiance. He asked if we could incorporate this into our meetings. Everyone concurred. This will be done starting next month.

Adjournment:

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

The meeting was adjourned at 7:21pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2021.

President Hansen

Payment Type	Payments Received in January 2021	Payments Received in April 2021
Auto Pay/ACH	903	917
Pd via Payment Svs Network (Online Pymts Via Credit Cards or E- Check)	4719	5703
Pd @ Home State Bank	36	28
Pd @ Illinois State Bank (Account Closed In April 2021)	16	0
Payments Recvd In The Mail & Processed Through The Lockbox	1370	1884
Check Payments Received @ & Processed By Our Office (ie. dropped at the Village, In our Drop Box, Mailed From Real Estate Closings etc)	919	1007
Pd by Cash @ Our Office	35	43
Pd by Cash or Check At First National Bank	114	140

ADDITIONAL BILLING INFORMATION

Liability of Service (Ordinance 4.06):

The owner of the premises, the occupant thereof and the user of the service shall be jointly and severally liable to pay for the service on such premises; service is furnished to the premises by the District only upon the condition that the owner of the premises, occupant and user of the service are jointly and severally liable to the District.

Senior Citizen Charges (Ordinance 4.09):

Application can be made at the Sanitary District for a reduced senior citizen rate. In order to qualify you must show proof of being age 65 or older, and own and reside at the service address.

Bill Payment Options:

For your convenience, bills may also be paid at First National Bank, Home State Bank, or the Illinois State Bank, located in Lake in the Hills. You may also pay by check at the Village Hall located at 600 Harvest Gate.

Convenient Auto Pay:

The Sanitary District also offers ACH payment from checking or savings accounts. Please call 847-658-5122 to request an ACH application.

Pay by Visa or MasterCard:

Please log on to www.paymentservicenetwork.com and enter RT18396 on Account ID tab on Search for Account page.

PAY BY PHONE: Call toll free 877-885-7968.

Late Payments:

A ten percent penalty is applied to any unpaid balance not paid by the due date.

Office Hours:

Monday – Friday, 8:00 a.m. – 3:30 p.m.

Time Line for the Utility Billing Process:

Day 1	Day 21	Day 22	Day 35	Day 90
Bill is Mailed	Current Amount Due	Penalty Added	Reminder Notice Mailed	Property Lien and/or Termination of Service and/or Water Shut Off

TO PAY BY MAIL:

Please use the enclosed envelope or direct your remittance to our lock box address:

LAKE IN THE HILLS SANITARY DISTRICT

P.O. Box 7743
Carol Stream, IL 60197-7743

TO PAY BY PHONE:

Call toll free 877-885-7968

TO PAY IN PERSON:

Please come to the District Office located at:
515 Plum Street
Lake In The Hills, IL 60156-3399

TO PAY BY CREDIT CARD:

Please log on to www.paymentservicenetwork.com type in RT18396 on Account ID tab on Search for Account page.

Collection and/or Legal Proceedings could commence after 30 days

For your convenience, bills may also be paid at First National Bank, Home State Bank, or the Illinois State Bank, located in Lake in the Hills. You may also pay by check at the Village Hall located at 600 Harvest Gate.



PLEASE DO NOT BEND, FOLD, STAPLE OR MUTILATE
www.lithsd.com



LAKE IN THE HILLS SANITARY DISTRICT
PO BOX 7743
CAROL STREAM IL 60197-7743





July 12, 2021

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

Re: Electrical Upgrades & Filter Building Improvements
Larson & Larson Builders, Inc. Pay Application No. 3

Dear Lake in the Hills Sanitary District Board of Trustees:

Larson & Larson Builders, Inc. has submitted the enclosed FINAL invoice, for the Lake in the Hills Sanitary District Electrical Upgrades & Filter Building Improvements project. We have reviewed the work and invoice and recommend approval of the payment in the amount of **\$14,330.24**. We have received lien waivers, certified payroll, and the signed Pay Application No. 3.

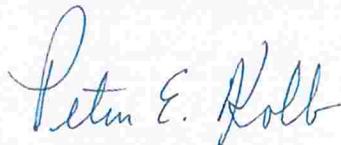
The recommended approved payment includes payment of all previously held retainage. The Contractor has also submitted the final Operation & Maintenance Manuals for the project and completed on site training with District staff.

The completed project's final cost was \$227,105.54, and was under the Original Approved Contract Value of \$239,764.

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

Sincerely,

Applied Technologies, Inc.



Peter E. Kolb, P.E.
Enclosure

Cc: Tamara Mueller, Lake in the Hills Sanitary District Manager

APPLICATION FOR PAYMENT



PROJECT:
20-055
Electrical Upgrades and Filter
Building Improvements

To:
Lake in the Hills Sanitary District
515 Plum Street
Lake in the Hills, IL 60156

From Contractor:
Larson & Larson Builders, Inc.
5612 Industrial Avenue
Loves Park, IL 61111

CONTRACT FOR:

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 239,764.00
2. Net of Change Orders: \$ 0.00
3. Net Amount of Contract: \$ 239,764.00
4. Total Completed & Stored to Date: \$ 227,105.54
5. Retainage Summary:
 - a. 5.00 % of Completed Work \$ 0.00
 - b. 5.00 % of Stored Material \$ 0.00
- Total Retainage: \$ 0.00
6. Total Completed Less Retainage: \$ 227,105.54
7. Less Previous Applications: \$ 212,775.30
8. Current Payment Due, This Application: \$ 14,330.24
9. Contract Balance (Including Retainage): \$ 12,658.46

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	0.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	0.00	0.00
NET of Change Orders:		0.00

CAP702
Page: 1 of 3

Application No.: Application Date: Period To: Contract Date:
3 JUN 18, 2021 JUN 18, 2021 JUL 31, 2020

Project No.:

Distribution List:

<input type="checkbox"/>	Owner	<input type="checkbox"/>	Construction Mgr
<input type="checkbox"/>	Architect	<input type="checkbox"/>	Field
<input type="checkbox"/>	Contractor	<input type="checkbox"/>	Other

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature)

Larson & Larson Builders, Inc.

Date: JUN 18, 2021

State Authorized: Illinois

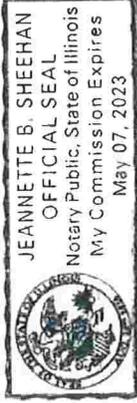
County of: Winnebago

Subscribed and sworn to before

me this 15th day of July 2021

Notary Public: Jeannette B. Sheehan

My Commission expires: 07/23



ARCHITECT'S CERTIFICATION:

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Architect also certifies the Contractor is entitled to the amount certified for payment.

AMOUNT CERTIFIED:

Patricia E. Roll

(Architect's Signature)

Date:

7-12-2021

APPLICATION FOR PAYMENT - CONTINUATION SHEET

CAP703

Page 2 of 3 Pages

A Item No	B Description of Work	C Contract Value	D Work Completed		E This Period	F Materials Presently Stored (Not In D or E)	G Total Completed and Stored To Date (D+E+F)	% (G/C)	H Balance To Finish (C-G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)							
From: Larson & Larson Builders, Inc. 5612 Industrial Avenue Loves Park, IL 61111		To: Lake in the Hills Sanitary District 515 Plum Street Lake in the Hills, IL 60156		Project: 20-055 Electrical Upgrades and Filter Building Improvements		Application No: 3 Application Date: 6/18/2021 Period To: 6/18/2021 Contract Date: 7/31/2020 Architects Project#:				
1	General Conditions of the Contract	29,692.00	29,692.00	0.00	0.00	0.00	29,692.00	100	0.00	0.00
2	Section 01200 - Replacement Allowance	5,000.00	0.00	524.10	524.10	0.00	524.10	10	4,475.90	0.00
3	Change Request No. 3 - Roof Patch - \$524.10	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
4	Section 01200 - Skilled Trades Crew Allowance	5,000.00	0.00	1,607.44	1,607.44	0.00	1,607.44	32	3,392.56	0.00
5	Change Request No. 3 - HVAC Relocate - \$ 1,607.44	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
6	Section 01200 - Testing and Inspection Allowance	5,000.00	210.00	0.00	0.00	0.00	210.00	4	4,790.00	0.00
7	Section 01310 - Project Management	10,800.00	10,800.00	0.00	0.00	0.00	10,800.00	100	0.00	0.00
8	Section 01300 - Submittal Requirements	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	100	0.00	0.00
9	Section 01500 - Temporary Facilities and Controls	2,250.00	2,250.00	0.00	0.00	0.00	2,250.00	100	0.00	0.00
10	Section 01780 - Closeout Documents	1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00	100	0.00	0.00
11	Section 03300 - Concrete (Jack Hall Construction Inc.)	15,750.00	15,750.00	0.00	0.00	0.00	15,750.00	100	0.00	0.00
12	Section 06100 - Carpentry Labor	21,600.00	21,600.00	0.00	0.00	0.00	21,600.00	100	0.00	0.00
13	Sectoin 06100 - Carpentry	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	100	0.00	0.00
			85,302.00	3,131.54	3,131.54	0.00	88,433.54	87	12,658.46	0.00
		101,092.00								

APPLICATION FOR PAYMENT - CONTINUATION SHEET

From:		To:		Project:		Application No: 3		
Larson & Larson Builders, Inc. 5612 Industrial Avenue Loves Park, IL 61111		Lake in the Hills Sanitary District 515 Plum Street Lake in the Hills, IL 60156		20-055 Electrical Upgrades and Filter Building Improvements		Application Date: 6/18/2021 Period To: 6/18/2021 Contract Date: 7/31/2020 Architects Project#:		
A Item No	B Description of Work	C Contract Value	D Work Completed From Previous Application (D + E)	E Work Completed This Period	F Materials Presently Stored (Not In D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
14	Materials Section 08160 - FRP Doors (Security Builders Supply)	35,927.00	35,927.00	0.00	0.00	35,927.00	0.00	0.00
15	Section 15500 - HVAC (Miller Engineering Company)	87,745.00	87,745.00	0.00	0.00	87,745.00	0.00	0.00
16	Section 16000 - Electrical (Associated Electrical Contractors)	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	0.00
		239,764.00	223,974.00	3,131.54	0.00	227,105.54	12,658.46	0.00

ORDINANCE NO. 409

**AN ORDINANCE AMENDING THE LAKE IN THE HILLS SANITARY DISTRICT
CODE OF RULES & REGULATIONS REGARDING REGULAR BOARD MEETINGS**

BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE LAKE IN
THE HILLS SANITARY DISTRICT, ILLINOIS, AS FOLLOWS:

SECTION ONE: Section 2.04 of the Lake in the Hills Sanitary District Code of Rules &
Regulations shall be amended as follows:

2.04 REGULAR MEETINGS

All regular meetings of the Board of Trustees shall be held in accordance with the
Illinois Open Meetings Act (5 ILCS 120/1 *et seq.*), and the Board of Trustees, at the
beginning of each calendar or fiscal year, shall prepare and make available a schedule of all
its regular meetings for such calendar or fiscal year, listing the times and places of such
meetings.

SECTION TWO: That this Ordinance shall be in full force and effect from and after
its passage, approval and publication as required by law.

APPROVED AND ADOPTED by the Board of Trustees of the Lake in the Hills Sanitary
District this ___ day of _____, 2021, pursuant to a roll call vote as follows:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAIN: _____

APPROVED this ___ day of _____, 2021.

President

Clerk

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of June, 2021

		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	812,545.45	686,364.52	812,545.45	
First National Bank - Certificate Fund	Bond & Int	33,778.44	47,279.38	33,778.44	
First National Bank - Depreciation Account	Construction	2,280,409.47	2,293,898.81	2,280,409.47	
First National Bank - Surplus Funds	Construction	20,155.67	52,021.58	20,155.67	
First National Bank - Bond & Interest Fund	Bond & Int	761,872.03	828,722.37	761,872.03	
First National Bank - Sinking Funds	Bond & Int	1,067,518.48	1,082,289.01	1,067,518.48	
Algonquin Bank & Trust - Cash Mgr	O&M	1,051,983.88	1,014,741.33	1,051,983.88	
Algonquin Bank & Trust - Operating	O&M	1,130.00	166.00	1,130.00	
Home State Bank	O&M	34,814.21	35,060.80	34,814.21	
Illinois State Bank	O&M	CLOSED	CLOSED	CLOSED	
Credit Cards		(684.22)	(727.13)	(684.22)	
TOTAL BEGINNING CASH AND INVESTMENTS		6,063,523.41	6,039,816.67	6,063,523.41	
SEWERAGE FUNDS					
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts					
Sewer Bill Income/User Charges		69,214.27	113,689.58	182,903.85	3,600,000.00
Septage Income		43,619.04	42,649.10	86,268.14	300,000.00
Wastewater Discharge Income		3,563.82	3,782.20	7,346.02	45,000.00
Refunds		(963.19)	(744.83)	(1,708.02)	-
Connection/Tap-On Fees		5,200.00	299,823.00	305,023.00	300,000.00
Annexation Fees (inc. GIS)		-	-	-	5,000.00
Downstream & Misc Charges		-	-	-	500.00
Liftstation Recapture		-	-	-	-
Gain/Loss - Sale of Equipment		-	-	-	-
Rebates, Refunds or Grants Received		65,957.93	5,007.46	70,965.39	-
Interest Income		156.78	149.74	306.52	5,000.00
TOTAL REVENUES AND RECEIPTS		186,748.65	464,356.25	651,104.90	4,255,500.00
Expenditures					
PERSONNEL SERVICES					
District Personnel Salaries		37,166.09	49,277.27	86,443.36	634,000.00
ADMINISTRATIVE EXPENSES					
Telephone		207.83	207.83	415.66	3,000.00
Postage		532.62	3,828.45	4,361.07	22,000.00
Printing and Publications		-	-	-	2,000.00
Office Supplies		769.77	237.28	1,007.05	7,500.00
Billing and Collection Expenses		11,935.75	1,890.74	13,826.49	80,000.00
Professional Services		81.83	124.96	206.79	10,000.00
Training, Travel and Education		100.00	142.50	242.50	7,000.00
Computer Hardware, Software, and Support		1,595.83	1,133.58	2,729.41	25,000.00
Community Affairs		-	-	-	2,000.00
Medical and Life Insurance		18,526.89	18,526.89	37,053.78	275,000.00
		33,750.52	26,092.23	59,842.75	433,500.00
OPERATIONS AND MAINTENANCE					
Operating Supplies		3,644.68	2,956.82	6,601.50	60,000.00
Maintenance and Repair (Plant)		8,439.93	5,951.13	14,391.06	150,000.00
Maintenance and Repair (Collection Systems)		12,611.30	-	12,611.30	310,000.00
Utilities and Energy		52,628.92	14,314.87	66,943.79	475,000.00
Grounds Upkeep		5,313.50	1,359.90	6,673.40	30,000.00
Gasoline/Oil		931.33	185.54	1,116.87	20,000.00
Computer and Support Services		-	-	-	2,000.00
Emergency Communications		16,334.44	484.50	16,818.94	75,000.00
Sludge Management		26,243.00	30,863.59	57,106.59	225,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Professional Services	2,104.30	971.96	3,076.26	35,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	-	-	30,000.00
GIS	-	-	-	10,000.00
	<u>128,251.40</u>	<u>57,088.31</u>	<u>185,339.71</u>	<u>1,432,000.00</u>

Expenditures (continued)

CAPITAL IMPROVEMENTS

New Construction	18,134.77	-	18,134.77	1,500,000.00
Plant Equipment	-	9,974.00	9,974.00	530,000.00
Collection System	-	50,571.00	50,571.00	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>18,134.77</u>	<u>60,545.00</u>	<u>78,679.77</u>	<u>3,286,000.00</u>

BOND TRANSFERS

2008 Debt Certificates, Principal	-	-	-	120,000.00
2008 Debt Certificates, Interest	-	-	-	38,000.00
Administration Fees - 2008 Debt Certs	-	-	-	2,000.00
	<u>-</u>	<u>-</u>	<u>-</u>	<u>160,000.00</u>

Series 2014 Bond, Principal	-	-	-	115,000.00
Series 2014 Bond, Interest	-	-	-	104,000.00
Administration Fees - 2014 Series Bond	-	-	-	2,000.00
	<u>-</u>	<u>-</u>	<u>-</u>	<u>221,000.00</u>

CONTINGENT AND MISCELLANEOUS EXPENSES

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

TOTAL EXPENDITURES	<u>217,302.78</u>	<u>193,002.81</u>	<u>410,305.59</u>	<u>6,169,500.00</u>
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EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(30,554.13)</u>	<u>271,353.44</u>	<u>240,799.31</u>	<u>(1,914,000.00)</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	686,364.52	549,238.09	686,364.52
First National Bank - Certificate Fund	Bond & Int	47,279.38	60,780.61	47,279.38
First National Bank - Depreciation Account	Construction	2,293,898.81	2,594,937.65	2,293,898.81
First National Bank - Surplus Funds	Construction	52,021.58	52,022.89	52,021.58
First National Bank - Bond & Interest Fund	Bond & Int	828,722.37	833,271.15	828,722.37
First National Bank - Sinking Fund	Bond & Int	1,082,289.01	1,097,058.98	1,082,289.01
Algonquin Bank & Trust - Cash Mgr.	O&M	1,014,741.33	1,028,988.22	1,014,741.33
Algonquin Bank & Trust - Operating	O&M	166.00	20,965.00	166.00
Home State Bank	O&M	35,060.80	35,263.32	35,060.80
Illinois State Bank	O&M	CLOSED	CLOSED	CLOSED
Credit Cards	O&M	(727.13)	(686.71)	(727.13)

TOTAL ENDING CASH AND INVESTMENTS	<u>6,039,816.67</u>	<u>6,271,839.20</u>	<u>6,039,816.67</u>
SEWERAGE FUNDS			

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of June, 2021

	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	\$ 1,179,078.27	\$ 1,152,745.37	\$ 1,179,078.27
Credit Cards	-	-	-
TOTAL BEGINNING CASH AND INVESTMENTS	<u>1,179,078.27</u>	<u>1,152,745.37</u>	<u>1,179,078.27</u>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	7,079.95	182,443.45	189,523.40	375,000.00
Audit Fund	94.56	2,436.77	2,531.33	5,000.00
Chlorination Fund	0.32	8.23	8.55	10.00
Liability Insurance Fund	944.14	24,329.36	25,273.50	50,000.00
Social Security Fund	1,227.33	31,627.00	32,854.33	65,000.00
Retirement Fund	2,926.48	75,412.52	78,339.00	155,000.00
Replacement Taxes	678.09	-	678.09	-
Rebates or Grants Received	-	-	-	
Interest Income	29.97	34.33	64.30	1,000.00
TOTAL REVENUES AND RECEIPTS	<u>12,980.84</u>	<u>316,291.66</u>	<u>329,272.50</u>	<u>651,010.00</u>

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	14,748.40	15,169.60	29,918.00	190,000.00
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CONTRACTUAL SERVICES

Professional Engineering	2,042.00	1,205.00	3,247.00	66,000.00
Legal Services	2,362.50	393.75	2,756.25	35,000.00
Other Professional Services	-	-	-	5,000.00
	<u>4,404.50</u>	<u>1,598.75</u>	<u>6,003.25</u>	<u>106,000.00</u>

ADMINISTRATIVE EXPENSES

Printing, Publications	53.02	-	53.02	5,000.00
Office Supplies, Equipment	-	-	-	2,500.00
Postage	-	122.85	122.85	1,500.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	-	-	-	4,000.00
	<u>53.02</u>	<u>122.85</u>	<u>175.87</u>	<u>18,000.00</u>

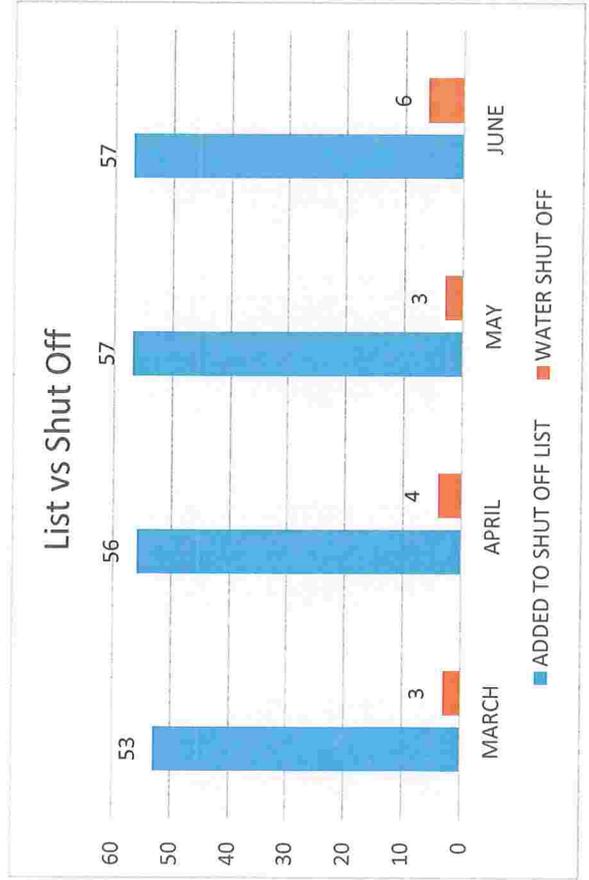
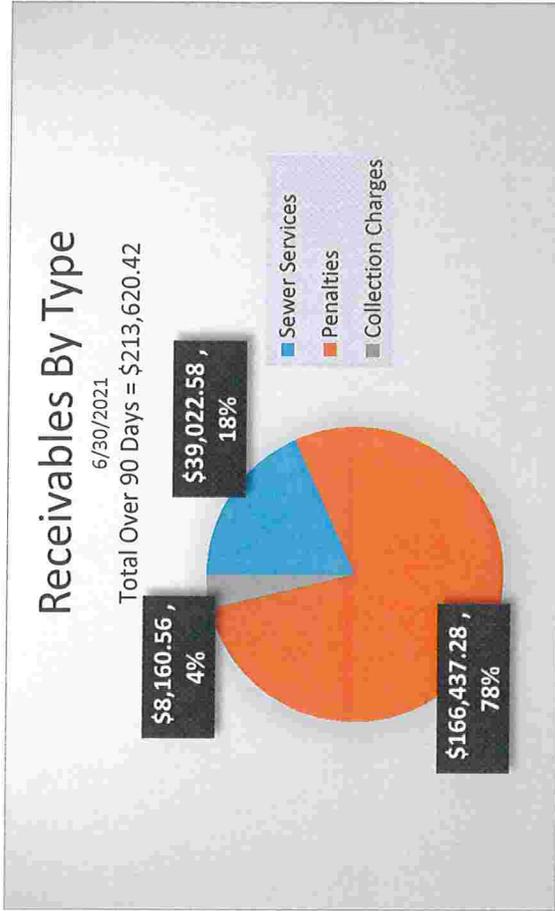
OPERATING EXPENSES

Building and Grounds Upkeep	-	-	-	15,000.00
Utilities	-	3,085.48	3,085.48	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	275.00	7,000.00
	<u>-</u>	<u>3,360.48</u>	<u>3,360.48</u>	<u>60,000.00</u>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	-	1,000.00
	-	-	-	1,000.00
TOTAL GENERAL FUND	19,205.92	20,251.68	39,457.60	375,000.00
Expenditures (continued)				
CHLORINATION FUND	2,918.20	1,446.10	4,364.30	24,000.00
	2,918.20	1,446.10	4,364.30	24,000.00
AUDIT FUND	-	-	-	20,000.00
	-	-	-	20,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	4,786.00	-	4,786.00	30,000.00
Administrative Fee	144.00	-	144.00	1,000.00
Property	-	-	-	45,000.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	74,000.00
	4,930.00	-	4,930.00	165,000.00
SOCIAL SECURITY FUND	3,971.48	4,253.91	8,225.39	65,000.00
IMRF FUND	8,288.14	8,895.17	17,183.31	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	39,313.74	34,846.86	74,160.60	804,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(26,332.90)	281,444.80	255,111.90	(152,990.00)
Ending Cash and Investments				
First National Bank	\$ 1,152,745.37	\$ 1,434,190.17	\$ 1,152,745.37	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,152,745.37	1,434,190.17	1,152,745.37	
GENERAL CORPORATE FUND				

Accounts Receivable Analysis

June 2021



Monthly Shut Off Summary

Lake in the Hills

- 4 were shut off – 3 pd. in full post shut off & 1 remains unpd.

Huntley

- 2 were shut off – 1 pd. in full post shut off & 1 remains unpd.

Crystal Lake

- None.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
July 15, 2021 Meeting Date**

Name	Memo	Amount
Governmental Fund		
TOTAL GEN FUND BILLS PAID PRIOR TO MEETING		\$ -
O & M Fund		
AT&T	Emergency Communications	\$ 13.91
Verizon Wireless	Emergency Communications	\$ 266.55
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 280.46

**LITH SANITARY DISTRICT
Recurring Bills
July 15, 2021 Meeting Date**

Name	Memo	Amount
Governmental Fund		
Illinois Municipal Retirement Fund	Employer Portion of IMRF - June 2021	\$ 8,895.17
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 4,253.91
TOTAL GOVERNMENTAL FUND RECURRING BILLS		\$ 13,149.08
O & M Fund		
Blue Cross Blue Shield	Medical Insurance Premiums (for June 2021)	\$ 17,305.04
Humana	Specialty Insurance Premiums (for June 2021)	\$ 1,221.85
Payment Service Network	Collection Expenses from May 2021	\$ 839.05
United States Postal Service	Postage - Mailing of Quarterly Bills	\$ 3,828.45
TOTAL O & M RECURRING BILLS		\$ 23,194.39

Approved _____

President Hansen

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
July 15, 2021 Meeting**

Name	Memo	Amount
GENERAL CORP FUND BILLS		
Applied Technologies	Pro Engineering	\$ 2,122.00
IGS Energy	Utilities, Gas Sales May 2021	\$ 260.23
Nicor Gas	Utilities- Gas	\$ 1,465.06
Shaw Suburban Media Group	Printing & Publications - Budget Ordinance	\$ 807.82
TOTAL GENERAL CORP FUND BILLS		\$ 4,655.11

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
July 15, 2021 Meeting**

Name	Memo	Amount
O & M BILLS		
Airgas USA, LLC	Operating Supplies	\$ 49.94
AutoZone, Inc.	Maint/Repair - Plant, Vehicles	\$ 31.98
AutoZone, Inc.	Maint/Repair - Plant, Vehicles	\$ 3.16
AutoZone, Inc.	Maint/Repair - Plant, Vehicles	\$ 3.09
AutoZone, Inc.	Maint/Repair - Plant, Vehicles	\$ 13.85
AutoZone, Inc.	Maint/Repair - Plant, Vehicles	\$ 3.09
Cintas Corporation	Operating Supplies - Personnel	\$ 727.25
City of Crystal Lake	Collection Expense, Water Shut Off Fees 5/19/21	\$ 100.00
Constellation New Energy Inc	Utilities - Plant 5/12-6/11/21	\$ 28,548.70
Constellation New Energy Inc	Utilities - Concord 5/6-6/7/21	\$ 908.77
Constellation New Energy Inc	Utilities - Decatur 5/12-6/11/21	\$ 1,761.32
Constellation New Energy Inc	Utilities - Beach 5/12-6/11/21	\$ 57.17
Constellation New Energy Inc	Utilities - Pyott 5/12-6/11/21	\$ 128.74
Constellation New Energy Inc	Utilities - Dam 5/12-6/11/21	\$ 167.68
Constellation New Energy Inc	Utilities - Meadowbrook 5/6-6/7/21	\$ 229.15
Evoqua Water Technologies	Pro Svs - Orbal Process Support & Training	\$ 1,200.00
Evoqua Water Technologies	Maint/Repair - Plant, Oxidation Ditch, Orbal Bore & Clamping Bar	\$ 6,470.10
Evoqua Water Technologies	Maint/Repair - Plant, Ox Ditch Drive Sheaves	\$ 2,401.20
First National Bank of Omaha	Pro Svs - Intuit Fees, Grounds Upkeep, Telephone & Computer Exp	\$ 631.72
First National Bank of Omaha	Pro Svs - Pre Hire Background Check	\$ 54.99
Flood Brothers Disposal	Bldgs & Grounds Maint - July Trash Svs	\$ 337.20
Hach Company	Operating Supplies - Lab	\$ 123.50
Harrell & Sons	Grounds Upkeep	\$ 1,500.00
Hawkins, Inc	Sludge Management, Aqua Hawk 1124	\$ 3,772.50
Illinois EPA	Permits & Fees, 2021-2022 NPDES Fee	\$ 17,500.00
Logsdon Office Supply	Office Supplies	\$ 267.45
Logsdon Office Supply	Office Supplies	\$ 112.52
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asphalt Patching	\$ 5,298.43

Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Monroe St. Main Repairs	\$	7,861.39
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Monroe St. Main Repairs	\$	7,813.60
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Monroe & Lincoln St. Main Repairs	\$	10,295.48
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Test Digs	\$	6,194.52
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Test Digs Plum & Sycamore	\$	5,302.49
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Asset Mgt, Manholes 288 & 181	\$	2,124.07
McHenry County Recorder	Collection Expense	\$	9.50
Menards	Maint/Repair - Plant, Digester #3 PVC Caps	\$	284.85
Menards	Maint/Repair - Plant, Digester #3 PVC Caps & SS Hex Head	\$	116.92
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud	\$	445.00
Northern Balance & Scale Inc	Pro Svs - Lab, Clean & Calib of Scales	\$	214.00
PetroChoice LLC	Gas/Fuel	\$	264.13
R.N.O.W., Inc.	Cap Improvements - Coll Sys, Push Camera	\$	6,721.00
Ralph Helm Inc.	Maint/Repair - Plant, Pump Part	\$	5.10
Robert and Irene Nottoli	Residential Reimbursement	\$	6,743.79
Suburban Laboratories, Inc.	Pro Svs - Lab, Semi-Annual Effluent Testing	\$	382.98
Suburban Laboratories, Inc.	Pro Svs - Lab 6/17/21	\$	162.00
Suburban Laboratories, Inc.	Pro Svs - Lab 6/10/21	\$	277.00
Suburban Laboratories, Inc.	Pro Svs - Lab 6/25/21	\$	202.00
Suburban Laboratories, Inc.	Pro Svs - Lab 6/17/21	\$	40.00
Suburban Laboratories, Inc.	Pro Svs - Lab 6/17/21	\$	40.00
TAS United	Emergency Communications	\$	100.00
Third Millennium Associates	Collection Exp - Bill Rendering	\$	2,432.56
United Laboratories	Operating Supplies	\$	251.99
USA BlueBook	Maint/Repair - Plant	\$	239.05
USA BlueBook	Maint/Repair - Plant, Digester #3	\$	1,325.55
USA BlueBook	Maint/Repair - Plant, Digester #3	\$	1,742.50
USA BlueBook	Maint/Repair - Plant, Digester #3	\$	630.57
Village of Lake In The Hills	Collection Exp - Water Shut Off Fees 6/29/21	\$	420.00
Warehouse Direct	Pro Svs - Copies	\$	26.91
Water One, Inc.	Operating Supplies - Personnel, Drinking Water Equip Rental	\$	22.50
Wilkens-Anderson	Operating Supplies - Lab	\$	577.78
Xylem Water Solutions USA	Maint/Repair - Coll Sys, Decatur	\$	439.60
Ziegler's Ace Hardware	Operating Supplies	\$	225.06

TOTAL O&M FUND BILLS

\$ 136,337.39

CONSTRUCTION FUND BILLS

Applied Ecological Services	Cap Imprvt - New Const, Pro Svs & Upgrades, Maint Prairie Restoration	\$	1,135.00
Applied Technologies	Cap Imprvt - New Const Engineering Task Order 20-02 Filter Bldg 5/25/21	\$	300.00
Applied Technologies	Cap Imprvt - New Const Engineering Task Order 20-02 Filter Bldg 6/25/21	\$	500.25

TOTAL CONSTRUCTION FUND BILLS

\$ 1,935.25

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$179,551.68 OF WHICH \$17,804.19 IS FROM THE GENERAL CORPORATE FUND, \$159,812.24 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$1,935.25 IS FROM THE CONSTRUCTION FUND, AND \$0.00 IS FROM THE BOND AND INTEREST FUND.

Approved _____

President Hansen

MANAGER'S REPORT

Month of June, 2021

Customers

	CURRENT	12/MO TOTAL	Data for June 2020
Total accounts:	11,742		
New Customers:	2	12	0
Connections:	0	7	0
Permits Issued:	1	10	0
Permits Issued Past 13 Months:	10		
Total Permits Issued to Date:			
<i>Residential:</i>	10,096		
<i>Commercial:</i>	122		
<i>Industrial:</i>	1		

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

NAME	PE	DWELLINGS	Issued
Arden Rose Home Care	81	3 buildings	1/15/2021

COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
6/23/2021	519 Cheyenne	sewer back-up, rag ball in main	yes

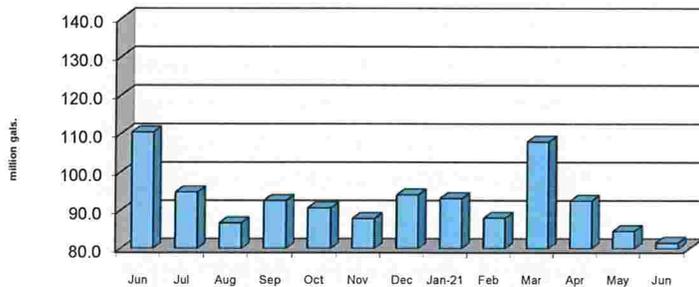
COLLECTION SYSTEM ACTIVITIES

Four lines totaling 1,400' were cleaned and root cut.
 James televised another 14 lines (3,008') in the original part of town as part of the bi-annual re-inspection.
 Kresmery Construction rehabbed two more manholes, repaired a section of Monroe Street, and investigated a sunken manhole near Sycamore and Plum Streets.

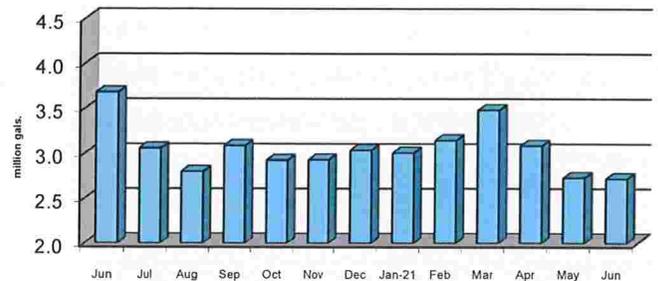
FLOWS

Total Effluent Flow for Month:	81.531	million gallons
Average Daily Flow:	2.718	mgd
Maximum Daily Flow:	3.820	mgd
Precipitation Total:	5.25	inches
Precipitation This Month Last Year:	3.34	inches
Septage Accepted:	647,840	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

June, 2021

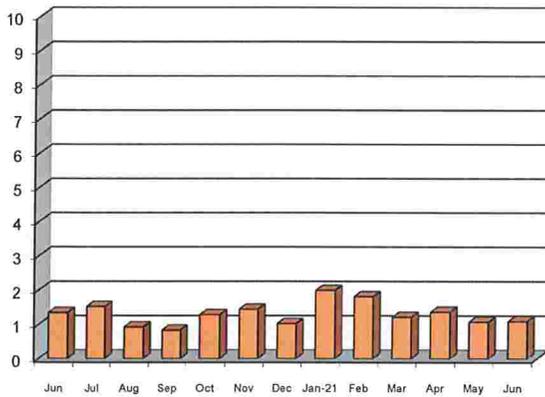
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TREATMENT PLANT OPERATIONS

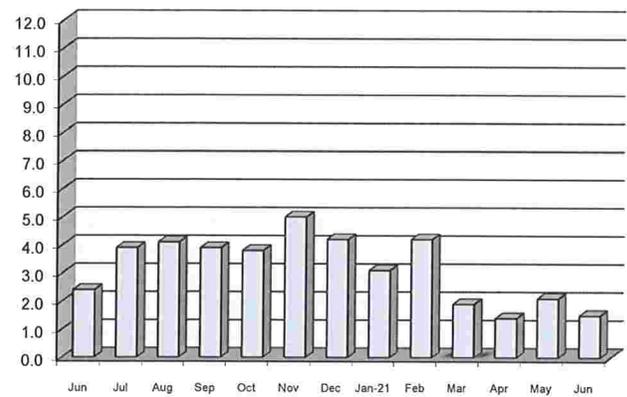
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	206 mg/L	1.1 mg/L	99.5%
Total Suspended Solids:	533 mg/L	1.5 mg/L	99.7%
Ammonia Nitrogen:	28.8 mg/L	0.4 mg/L	98.6%
Phosphorus:		0.13 mg/L	
Fecal Coliform:		5 colonies (daily max.)	

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:	3.770 million gallons
Decanted:	0.948 million gallons
Thickened:	2.799 million gallons
To Digester:	0.985 million gallons
Pressed:	0.352 million gallons

PERSONNEL ACTIVITIES

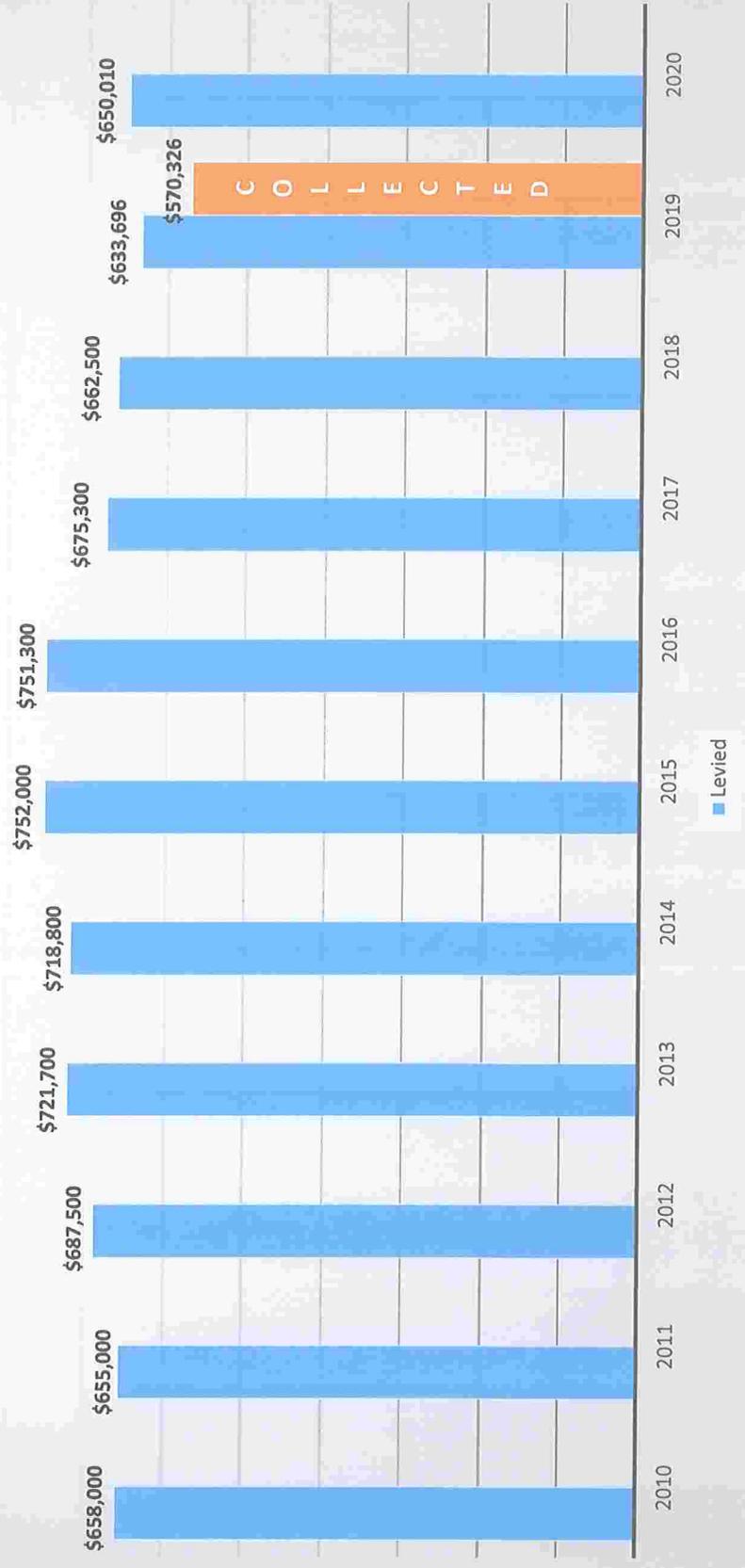
Tamara attended a FREP Noon Network on June 9, 2021.

James and Rene worked at the Household Hazardous Waste Event on June 26, 2021.

Respectfully submitted,

Tamara C. Mueller
District Manager

LITHSD Taxes Levied





Date: July 15, 2021 **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: July 2021 District Engineer's Report
Cc: Karen Thompson – District Clerk/Treasurer

1. Task Order 20 –02 Electrical & Filter Building Improvements – Construction Engineering and Inspection Services
 - a. Project Status:
 - i. HVAC units and all systems are functional.
 - ii. The Operation and Maintenance Manual has been received and is approved; final copies to be delivered to the District on 7/15/21
 - iii. The onsite training session for staff on the operation of equipment was completed by the contractor.
 - iv. Pay Application No. 3 was included on the Consent Agenda in the amount of \$14,330.24. This represents the Final Payout for this project.
 - v. The final cost of the completed project is \$227,105.54, which is lower than the approved contract amount of \$239,764.00.
 - b. Schedule
 - i. Final payout – July 2021