



# LAKE IN THE HILLS SANITARY DISTRICT

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

**AGENDA  
RESCHEDULED REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
February 24, 2022  
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**

**Treasurer's Report**

**Approval of the Bills**

**Grand total of all bills presented for approval is \$211,687.37 of which \$35,536.98 is from the Governmental Fund, \$126,028.79 is from the Operations and Maintenance Fund, \$50,121.60 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.**

**Manager's Report**

**2021 Annual Manager's Report**

**Economic Interest Statements**

**Engineer's Report**

**Attorney's Report**

**Unfinished Business**

**New Business**

**Adjournment**

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
January 20, 2022**

**Pledge of Allegiance**

**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 and Trustee Jessica Reed. Trustee Russ Ruzanski attended the meeting remotely, and therefore, will not be voting on any items. The meeting will proceed as there is a quorum physically present.

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 President Hansen to approve the minutes of the Regular Board Meeting of December 16, 2021 as presented. On a roll call vote, President Hansen and Trustee Reed voted aye.

**Public Comments:**

None.

**Consent Agenda:**

None.

**Specific Agenda:**

None.

**Treasurer's Report:**

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

Motion was made by President Hansen, seconded by Trustee Reed, to approve the December 2021 Treasurer's reports. On a roll call vote President Hansen 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 added that Vanguard Energy is a new provider for the District and their bill will replace the IGS Energy and Nicor Gas bills. She further added that the Constellation bills identified as "past due" are for invoices that we previously only partially paid as we were awaiting an explanation and resolution on some billing adjustments that were included on these invoices. These adjustments are all related to the issue where we were inaccurately charged municipal utility tax. We have finally received resolution as well as some additional credits and are ready to pay these invoices.

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
January 20, 2022**

Trustee Reed asked if we were charged late fees for these invoices. District Treasurer indicated that we will not be paying any late fees as we have been given credit for any that were assessed. Constellation gave us credit because they acknowledge that the delay in our payments was due to the fact that ComEd and Constellation were taking time to work through the explanation and make additional credit adjustments for payments they previously misapplied.

Motion was made by President Hansen and seconded by Trustee Reed to approve the List of Bills for payment totaling \$239,914.04 of which \$36,596.79 is from the Governmental Fund, \$166,632.62 is from the Operations and Maintenance Fund, \$35,184.63 is from the Construction Fund, and \$1,500.00 is from the Bond and Interest Fund.

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

**Manager's Report:**

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

There was one emergency call out in December and it was not the District's problem.

As referenced in the printed copy of the Manager's report the total suspended solids was higher than usual in December, however, we were still under our permit limit. The higher number is due to the fact that we had some issues with our sand filters and had higher precipitation than anticipated. Everything is now back to normal.

We have decided to postpone the preparation of a remote meeting ordinance until March when Trustee Ruzanski will be back and can participate in any discussion and voting.

The Trustees have received information about switching from PSN to First Billing as the third party payment services company for our residents. As noted, there is potential for savings by switching. If we decide to switch it will be at least a 2-4 month transition process.

Our draft permit was supposed to go out for public comment last week, however, that was delayed because the IEPA is waiting for the District to decide what option we want to take on a cyanide limit that is being placed on our new permit. This limit is being placed because one sample taken out of ten over the past five years came back with a result instead of a non-detect. We have three options with regard to this new limit. First, we can protest this one result as an outlier. Second, we can question the results from Suburban Labs. District Manager already reached out to the lab to see if the result could've been inaccurate. They confirmed that there was no lab or quality control error so that result was accurate. Third, we could leave it as is and test for cyanide weekly. District Manager believes we should go with the first option and she needs to do some additional research on how to do that. The Trustees concurred with that option.

Motion was made by President Hansen and seconded by Trustee Reed to approve the Manager's report. The motion passed after a roll call vote; President Hansen and Trustee Reed voted aye.

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
January 20, 2022**

**Engineer's Report:**

District Engineer Peter Kolb provided a written report and a verbal summary of some of the items that they are currently working on. These items are as follows:

- 1) Barium Discharge Limits – ATI has been making calculations of the levels of barium that are entering the treatment facility. These calculations are based on data they received from the Villages of Lake in the Hills and Huntley. These calculations prove that there is more barium coming into our facility than what our permit limit allows. The Village of Lake in the Hills has turned down their well that produces the highest concentrations of barium and that seems to be helping us. However, in the summer months they will have to turn that well back up. It was agreed that the District would investigate the use of additional aluminum sulfate (alum) to keep these levels under control. District Manager believes that the Villages should pay 100% for the cost to treat this barium because their discharge is the sole reason we are spending funds to meet our permit limit. Additionally, we are not certain we will be able to meet the limit no matter how much alum we use, especially in the summer months. Some additional discussion took place on this topic. District Attorney indicated that they could prepare an intergovernmental agreement if needed. This topic is still a work in progress.
- 2) Treatment Plant Pavement –ATI is working on drawings for reconstruction of the front entrance drive. They anticipate their final plans and specs will be completed by the end of this month. Bidding will be done in March with the project award expected in April 2022.
- 3) Holding Tank Refurbishment Project – There has been no movement on this yet, but District staff has the report with ATI's recommendations for repair and preliminary cost estimates.

**Attorney's Report:**

None.

**Unfinished Business:**

None.

**New Business:**

None.

**Adjournment:**

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

The meeting was adjourned at 7:29pm.

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
January 20, 2022**

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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

**LAKE IN THE HILLS SANITARY DISTRICT**  
**MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS**

Month of January, 2022

		BANK BALS AT BEGINNING OF PRIOR MONTH	BANK BALS AT BEGINNING OF THE CURRENT MONTH	BANK BALS AT THE BEGINNING OF THE FY
<b>Beginning Cash and Investments</b>				
First National Bank - O & M Account	O&M	730,497.12	670,219.28	812,545.45
First National Bank - Certificate Fund	Bond & Int	109,517.16	123,021.91	33,778.44
First National Bank - Depreciation Account	Construction	2,666,745.75	2,673,107.04	2,280,409.47
First National Bank - Surplus Funds	Construction	54,682.69	45,130.86	20,155.67
First National Bank - Bond & Interest Fund	Bond & Int	922,246.68	927,935.71	761,872.03
First National Bank - Sinking Funds	Bond & Int	1,170,974.75	1,185,768.00	1,067,518.48
Algonquin Bank & Trust - Cash Mgr	O&M	1,442,781.49	1,481,231.04	1,051,983.88
Algonquin Bank & Trust - Operating	O&M	0.00	8,284.00	1,130.00
Home State Bank	O&M	CLOSED	CLOSED	34,814.21
Credit Cards		(1,263.10)	(647.70)	(684.22)
<b>TOTAL BEGINNING CASH AND INVESTMENTS</b>		<b>7,096,182.54</b>	<b>7,114,050.14</b>	<b>6,063,523.41</b>
<b>SEWERAGE FUNDS</b>				

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
<b>Revenues and Receipts</b>				
Sewer Bill Income/User Charges	136,930.05	689,223.50	2,709,167.98	3,600,000.00
Septage Income	44,686.26	1,200.00	291,176.30	300,000.00
Wastewater Discharge Income	3,527.62	3,289.25	37,361.24	45,000.00
Refunds	(4.70)	(396.86)	(4,533.37)	-
Connection/Tap-On Fees	5,200.00		362,223.00	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	-	-	71,615.39	-
Interest Income	309.15	348.35	2,060.80	5,000.00
<b>TOTAL REVENUES AND RECEIPTS</b>	<b>190,648.38</b>	<b>693,664.24</b>	<b>3,469,071.34</b>	<b>4,255,500.00</b>

<b>Expenditures</b>				
<b>PERSONNEL SERVICES</b>				
District Personnel Salaries	62,225.45	48,973.58	439,706.09	634,000.00
<b>ADMINISTRATIVE EXPENSES</b>				
Telephone	205.55	205.54	1,857.43	3,000.00
Postage	4,071.73	-	14,207.15	22,000.00
Printing and Publications	-	-	-	2,000.00
Office Supplies	114.09	550.97	6,022.05	7,500.00
Billing and Collection Expenses	2,846.71	5,333.96	51,047.85	80,000.00
Professional Services	158.66	167.47	1,256.98	10,000.00
Training, Travel and Education	50.00	-	307.40	7,000.00
Computer Hardware, Software, and Support	205.55	4,952.54	21,841.94	25,000.00
Community Affairs	-	-	83.15	2,000.00
Medical and Life Insurance	18,554.50	19,703.47	168,808.97	275,000.00
	26,206.79	30,913.95	265,432.92	433,500.00
<b>OPERATIONS AND MAINTENANCE</b>				
Operating Supplies	3,569.77	4,592.55	39,285.45	60,000.00
Maintenance and Repair (Plant)	487.78	5,360.68	86,012.09	150,000.00
Maintenance and Repair (Collection Systems)	-	10,515.15	102,820.61	310,000.00
Utilities and Energy	24,881.46	37,850.16	274,982.49	475,000.00
Grounds Upkeep	1,500.00	-	18,735.36	30,000.00
Gasoline/Oil	467.67	533.78	7,116.56	20,000.00
Computer and Support Services	-	-	117.37	2,000.00
Emergency Communications	588.97	925.20	26,957.45	75,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Sludge Management	17,311.00	6,000.00	176,667.44	225,000.00
Professional Services	1,255.35	1,038.59	24,169.30	35,000.00
Residential Reimbursement	-	-	6,743.79	10,000.00
Compliance Requirements/Permits	-	-	17,500.00	30,000.00
GIS	-	-	-	10,000.00
	<u>50,062.00</u>	<u>66,816.11</u>	<u>781,107.91</u>	<u>1,432,000.00</u>

**Expenditures (continued)**

**CAPITAL IMPROVEMENTS**

New Construction	9,554.00	1,004.00	152,131.69	1,500,000.00
Plant Equipment	-	103,139.63	141,332.80	530,000.00
Collection System	-	-	109,842.20	800,000.00
Vehicles	-	-	-	75,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	-	1,445.00	1,445.00	375,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>9,554.00</u>	<u>105,588.63</u>	<u>404,751.69</u>	<u>3,286,000.00</u>

**BOND TRANSFERS**

2008 Debt Certificates, Principal	-	-	-	120,000.00
2008 Debt Certificates, Interest	-	-	18,778.13	38,000.00
Administration Fees - 2008 Debt Certs	-	750.00	750.00	2,000.00
	<u>-</u>	<u>750.00</u>	<u>19,528.13</u>	<u>160,000.00</u>

Series 2014 Bond, Principal	-	-	-	115,000.00
Series 2014 Bond, Interest	-	-	51,618.75	104,000.00
Administration Fees - 2014 Series Bond	-	750.00	750.00	2,000.00
	<u>-</u>	<u>750.00</u>	<u>52,368.75</u>	<u>221,000.00</u>

**CONTINGENT AND MISCELLANEOUS EXPENSES**

Not Otherwise Appropriated	-	-	92.72	3,000.00
	<u>-</u>	<u>-</u>	<u>92.72</u>	<u>3,000.00</u>

**TOTAL EXPENDITURES** 148,048.24    253,792.27    1,962,988.21    6,169,500.00

**EXCESS OF REVENUES OVER (UNDER) EXPENDITURES** 42,600.14    439,871.97    1,506,083.13    (1,914,000.00)

		BANK BALS AT END OF THE PRIOR MONTH	BANK BALS AT END OF THE CURRENT MONTH	BANK BALS AT THE END OF MAY
<b>Ending Cash and Investments</b>				
First National Bank - O & M Account	O&M	670,219.28	910,013.32	686,364.52
First National Bank - Certificate Fund	Bond & Int	123,021.91	135,777.26	47,279.38
First National Bank - Depreciation Account	Construction	2,673,107.04	2,675,072.02	2,293,898.81
First National Bank - Surplus Funds	Construction	45,130.86	39,948.30	52,021.58
First National Bank - Bond & Interest Fund	Bond & Int	927,935.71	937,719.73	828,722.37
First National Bank - Sinking Fund	Bond & Int	1,185,768.00	1,200,561.90	1,082,289.01
Algonquin Bank & Trust - Cash Mgr.	O&M	1,481,231.04	1,678,207.88	1,014,741.33
Algonquin Bank & Trust - Operating	O&M	8,284.00	906.00	166.00
Home State Bank	O&M	CLOSED	CLOSED	35,060.80
Credit Cards	O&M	(647.70)	(1,228.67)	(727.13)

**TOTAL ENDING CASH AND INVESTMENTS** 7,114,050.14    7,576,977.74    6,039,816.67  
SEWERAGE FUNDS

**LAKE IN THE HILLS SANITARY DISTRICT**  
**MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS**  
 Month of January, 2022

	BANK BAL AT BEGINNING OF PRIOR MONTH	BANK BAL AT BEGINNING OF THE CURRENT MONTH	BANK BAL AT THE BEGINNING OF THE FY
<b>Beginning Cash and Investments</b>			
First National Bank	\$ 1,484,413.38	\$ 1,432,262.43	\$ 1,179,078.27
Credit Cards	(714.53)	(93.75)	-
<b>TOTAL BEGINNING CASH AND INVESTMENTS</b>	<b>1,483,698.85</b>	<b>1,432,168.68</b>	<b>1,179,078.27</b>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
<b>Revenues and Receipts</b>				
Real Estate Taxes				
General Fund	-	-	374,582.80	375,000.00
Audit Fund	-	-	5,003.03	5,000.00
Chlorination Fund	-	-	16.89	10.00
Liability Insurance Fund	-	-	49,951.70	50,000.00
Social Security Fund	-	-	64,934.80	65,000.00
Retirement Fund	-	-	154,832.78	155,000.00
Replacement Taxes	170.83	626.91	2,856.05	-
Rebates or Grants Received	2,197.00	-	2,197.00	
Interest Income	63.22	60.54	458.25	1,000.00
<b>TOTAL REVENUES AND RECEIPTS</b>	<b>2,431.05</b>	<b>687.45</b>	<b>654,833.30</b>	<b>651,010.00</b>

**Expenditures**

**GENERAL FUND**

**PERSONNEL SERVICES**

Salaries of Trustees, Manager, Treasurer & Clerk	19,380.86	14,647.00	138,920.26	190,000.00
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**CONTRACTUAL SERVICES**

Professional Engineering	4,851.00	2,154.00	40,408.47	66,000.00
Legal Services	-	682.50	8,642.80	35,000.00
Other Professional Services	-	-	-	5,000.00
	<b>4,851.00</b>	<b>2,836.50</b>	<b>49,051.27</b>	<b>106,000.00</b>

**ADMINISTRATIVE EXPENSES**

Printing, Publications	-	395.38	2,714.36	5,000.00
Office Supplies, Equipment	-	256.83	2,225.72	2,500.00
Postage	-	-	387.55	1,500.00
Treasurer's Bond	-	-	3,000.00	4,000.00
Community Affairs	93.75	-	93.75	1,000.00
Memberships and Dues	100.00	300.00	524.00	4,000.00
	<b>193.75</b>	<b>952.21</b>	<b>8,945.38</b>	<b>18,000.00</b>

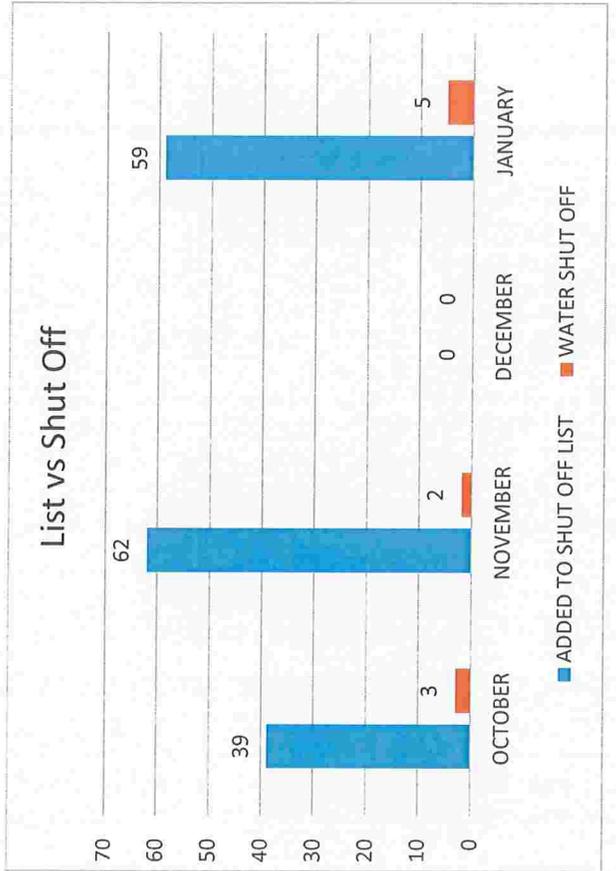
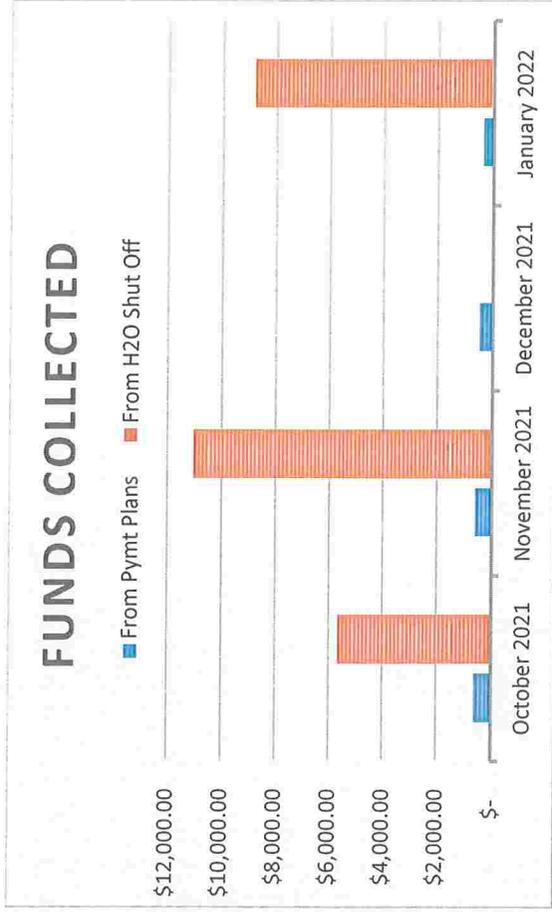
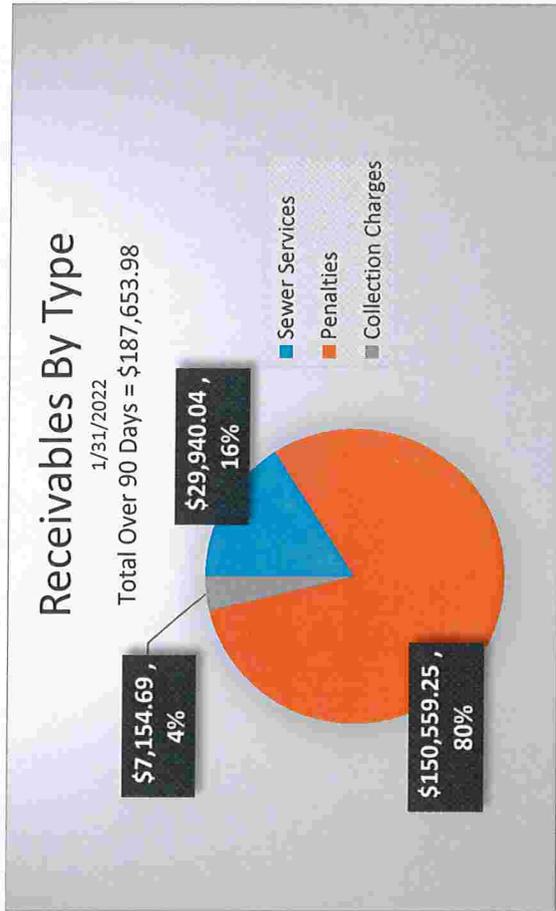
**OPERATING EXPENSES**

Building and Grounds Upkeep	-	340.06	6,340.06	15,000.00
Utilities	1,163.08	9,847.28	16,395.87	30,000.00
J.U.L.I.E.	-	-	2,369.27	3,000.00
Training and Education	-	-	400.00	3,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	-	398.80	2,774.91	7,000.00
	<b>1,163.08</b>	<b>10,586.14</b>	<b>28,280.11</b>	<b>60,000.00</b>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	150.00	-	150.00	1,000.00
	150.00	-	150.00	1,000.00
<b>TOTAL GENERAL FUND</b>	<b>25,738.69</b>	<b>29,021.85</b>	<b>225,347.02</b>	<b>375,000.00</b>
<b>Expenditures (continued)</b>				
CHLORINATION FUND	4,458.26	3,761.55	15,516.95	24,000.00
	4,458.26	3,761.55	15,516.95	24,000.00
AUDIT FUND	-	-	12,000.00	20,000.00
	-	-	12,000.00	20,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	4,226.00	-	13,798.00	30,000.00
Administrative Fee	126.00	-	414.00	1,000.00
Property	-	-	28,884.00	45,000.00
Vehicles	-	-	8,108.00	15,000.00
General Liability	-	-	14,591.00	74,000.00
	4,352.00	-	65,795.00	165,000.00
SOCIAL SECURITY FUND	6,242.87	4,866.99	43,261.41	65,000.00
IMRF FUND	13,169.40	9,311.87	86,097.32	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>53,961.22</b>	<b>46,962.26</b>	<b>448,017.70</b>	<b>804,000.00</b>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(51,530.17)</b>	<b>(46,274.81)</b>	<b>206,815.60</b>	<b>(152,990.00)</b>
<b>Ending Cash and Investments</b>				
First National Bank	\$ 1,432,262.43	\$ 1,386,939.50	\$ 1,152,745.37	
Credit Cards	(93.75)	(1,045.63)	-	
<b>TOTAL ENDING CASH AND INVESTMENTS</b>	<b>1,432,168.68</b>	<b>1,385,893.87</b>	<b>1,152,745.37</b>	

# Accounts Receivable Analysis

## January 2022



### Monthly Shut Off Summary

#### Lake in the Hills

- 4 shut off – All pd in full post shut off.

#### Huntley

- None.

#### Crystal Lake

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

**LITH SANITARY DISTRICT  
Bills Paid Prior To Meeting  
February 24, 2022 Meeting Date**

Name	Memo	Amount
<b>Governmental Fund</b>		
Vanguard Energy	Utilities - January 2022 Gas	\$ 8,894.67
<b>TOTAL GEN FUND BILLS PAID PRIOR TO MEETING</b>		<b>\$ 8,894.67</b>
<b>O &amp; M Fund</b>		
AT&T	Emergency Communications	\$ 13.64
Evoqua Water Technologies	Maint/Repair - Plant, Sand Filter Bridges	\$ 1,988.74
Flood Brothers Disposal	Bldg & Grounds - February 2022 Trash Svs	\$ 337.20
Hach	Operating Supplies - Lab	\$ 971.11
Pitney Bowes Purchase Power	Postage for Meter 12/22/21	\$ 108.99
Sigma-Aldrich	Operating Supplies - Lab	\$ 76.27
Verizon Wireless	Emergency Communications	\$ 394.21
<b>TOTAL O &amp; M BILLS PAID PRIOR TO MEETING</b>		<b>\$ 3,890.16</b>

**LITH SANITARY DISTRICT  
Recurring Bills  
February 24, 2022 Meeting Date**

Name	Memo	Amount
<b>Governmental Fund</b>		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 4,866.99
Illinois Municipal Retirement Fund	Employer Portion of IMRF - January 2022	\$ 9,311.87
<b>TOTAL GOVERNMENTAL FUND RECURRING BILLS</b>		<b>\$ 14,178.86</b>
<b>O &amp; M Fund</b>		
Blue Cross Blue Shield	Medical Insurance Premiums (for January 2022)	\$ 18,335.00
Humana	Specialty Insurance Premiums (for January 2022)	\$ 1,368.47
Payment Service Network	Collection Expenses from December 2021	\$ 1,339.13
<b>TOTAL O &amp; M RECURRING BILLS</b>		<b>\$ 21,042.60</b>

Approved \_\_\_\_\_

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

**LITH SANITARY DISTRICT - Governmental Fund  
Bills Presented to Board for Approval  
February 24, 2022 Meeting**

Name	Memo	Amount
<b>GOVERNMENTAL FUND BILLS</b>		
Applied Technologies	Contractual Svs - Engineering through 1/25/22	\$ 4,881.00
First National Bank of Omaha - Visa	Computer Exp, Printing & Publications, Office Supplies & Equipment	\$ 705.57
H.R. Stewart Inc	Bldg & Grounds - Repair Call Heat Not Working in Lab	\$ 716.00
Illinois Public Risk Fund	Public Liability Insurance - Workers Compensation	\$ 4,352.00
McHenry County Recorder	Computer Exp, 2nd Quarter Laredo Software	\$ 275.00
Minuteman Press	Printing & Publications - Doorhangers for Shut Offs	\$ 161.32
Storino Ramello & Durkin	Contractual Svs - Legal December 2021	\$ 542.50
Storino Ramello & Durkin	Contractual Svs - Legal January 2022	\$ 490.00
The Home Depot	Bldgs & Grounds Upkeep	\$ 340.06
<b>TOTAL GOVERNMENTAL FUND BILLS</b>		<b>\$ 12,463.45</b>

**LITH SANITARY DISTRICT - O&M/Sewerage Fund  
Bills Presented to Board for Approval  
February 24, 2022 Meeting**

Name	Memo	Amount
<b>O &amp; M BILLS</b>		
Alarm Detection Systems	Emergency Communications - March - May 2022	\$ 91.71
AMS Mechanical Systems	Pro Svs - Bridge Controls	\$ 1,638.00
Auto Zone	Maint/Repair - Plant Vehicles, 2007 Expedition	\$ 23.17
BDP Industries	Sludge Mgt - Belts, O-Rings, Mixer Cover	\$ 5,986.56
Caccamo, John - reimbursement	2022 Clothing Allowance	\$ 200.00
Calco Ltd	Operating Supplies - Lab	\$ 129.00
Cintas Corporation	Operating Supplies - Personnel	\$ 183.00
Cintas Corporation	Operating Supplies - Personnel	\$ 183.00
Cintas Corporation	Operating Supplies - Personnel	\$ 130.86
Cintas Corporation	Operating Supplies - Personnel	\$ 130.86
Cintas Corporation	Operating Supplies - Personnel	\$ 122.68
City of Crystal Lake	Coll Exp - Water Shut Off Fees	\$ 100.00
Constellation New Energy Inc	Utilities - Concord	\$ 1,231.44
Constellation New Energy Inc	Utilities - Beach	\$ 72.22
Constellation New Energy Inc	Utilities - Meadowbrook	\$ 349.45
Constellation New Energy Inc	Utilities - Decatur	\$ 2,606.10
Constellation New Energy Inc	Utilities - Pyott	\$ 120.66
Constellation New Energy Inc	Utilities - Dam	\$ 356.93
Constellation New Energy Inc	Utilities - Plant 11/9-12/10/21	\$ 20,939.37
Constellation New Energy Inc	Utilities - Plant 12/10/21-1/13/22	\$ 23,725.42
Element Materials Tech Daleville LLC	Pro Svs - Lab	\$ 525.92
Ferguson Ent (dba Pollardwater)	Operating Supplies - Small Tools	\$ 113.90
Ferguson Ent (dba Pollardwater)	Operating Supplies - Small Tools	\$ 289.90
Firestone Complete Auto Care	Maint/Repair - Plant Vehicles, 2007 Expedition Tires	\$ 576.68

First National Bank of Omaha - Visa	Op Supplies Personnel, Gas/Fuel, Pro Svs, Phone, Computer, M/R Coll Sys Dam LS	\$	888.61
Fisher Scientific	Operating Supplies - Lab	\$	447.40
Grainger	Operating Supplies - Safety	\$	512.00
Hawkins, Inc	Sludge Mgt - AquaHawk & StruveX	\$	8,234.75
Idexx	Operating Supplies - Lab	\$	294.87
Illini Power Products	Maint/Repair - Coll Sys Decatur	\$	125.93
Interstate All Battery Center	Maint/Repair - Coll Sys Meadowbrook	\$	40.10
Interstate All Battery Center	Maint/Repair - Plant, Main Control UPS in Lab	\$	544.80
Interstate All Battery Center	Maint/Repair - Plant Vehicles, Battery for Dodge Dakota	\$	145.20
Lakeside Equipment Corporation	Maint/Repair - Plant, Rake Assembly for Septic Receiving Station	\$	1,610.00
Logsdon Office Supply	Office Supplies	\$	230.42
Logsdon Office Supply	Office Supplies	\$	164.24
Logsdon Office Supply	Office Supplies	\$	38.80
Logsdon Office Supply	Office Supplies	\$	77.80
Logsdon Office Supply	Office Supplies	\$	9.88
McHenry County Recorder	Collection Expenses - January 2022	\$	9.50
Menards	Operating Supplies - Grit Bldg Work	\$	133.93
Menards	Maint/Repair - Plant, Maintenance Bathroom	\$	248.97
Metropolitan Industries Inc.	Emergency Communications - Metro Cloud, Jan 15th invoice	\$	445.00
Metropolitan Industries Inc.	Emergency Communications - Metro Cloud, Feb 15th invoice	\$	445.00
PetroChoice LLC	Gas/Fuel	\$	1,736.00
PetroChoice LLC	Gas/Fuel	\$	707.67
Second Chance Cardiac Solutions Inc	Safety Supplies - Electrodes & Battery	\$	383.00
Storino Ramello & Durkin	Collections Exp - January 2022	\$	91.30
Suburban Laboratories, Inc.	Pro Svs - Lab	\$	591.00
Synagro-WWT, Inc.	Sludge Mgt - January 2022	\$	18,000.00
Technology Masters Inc	Computer Exp - 1/13/22 Maintenance	\$	649.00
The Sherwin Williams Co.	Operating Supplies	\$	227.43
The UPS Store	Postage	\$	11.97
Third Millennium Associates	Collection Expenses - Rendering of Past Due Notices	\$	611.39
USA BlueBook	Safety Supplies - Padlocks	\$	98.51
USA BlueBook	Operating Supplies- Small Tools & Lab	\$	1,278.45
Velodyne Systems	Cap Imprvmts - Plant Equipment	\$	1,221.25
Village of Lake In The Hills	Collection Expenses - Water Shut Offs	\$	262.50
Warehouse Direct	Pro Svs - Copies	\$	28.79
Water One	Operating Supplies - Personnel, Drinking Water	\$	70.00
Ziegler's Ace Hardware	Operating Supplies - January 2022	\$	653.74

**TOTAL O&M FUND BILLS**

**\$ 101,096.03**

**CONSTRUCTION FUND BILLS**

Applied Technologies Inc	New Const - Engineering, 21-01 Front Drive Pavement	\$	4,112.00
True North Consultants	New Const - Pro Svs & Upgrades, Soil Assessment Pavement Project	\$	3,560.00
Xylem Water Solutions U.S.A., Inc.	Cap Imprvmts - Plant, RAS Pump Equipment	\$	42,449.60

**TOTAL CONSTRUCTION FUND BILLS**

**\$ 50,121.60**

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$211,687.37 OF WHICH \$35,536.98 IS FROM THE GOVERNMENTAL FUND, \$126,028.79 IS FROM THE OPERATIONS AND MAINTENANCE FUND, \$50,121.60 IS FROM THE CONSTRUCTION FUND, AND \$0.00 IS FROM THE BOND AND INTEREST FUND.

Approved \_\_\_\_\_

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

# MANAGER'S REPORT

## Month of January, 2022

<u>Customers</u>	CURRENT	12/MO TOTAL	Data for Jan 2021
Total accounts:	11,747		
New Customers:	0	10	0
Connections:	0	11	0
Permits Issued:	0	14	0
Permits Issued Past 13 Months:	14		
Total Permits Issued to Date:			
<i>Residential:</i>	10,105		
<i>Commercial:</i>	122		
<i>Industrial:</i>	1		

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

NAME	PE	DWELLINGS	Issued
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### COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
1/12/2022	1211 Patton Avenue	bathroom not draining	no
1/12/2022	544 Delaware Drive	toilets not flushing	no

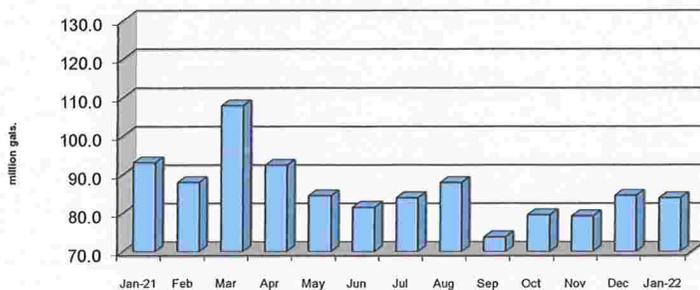
### COLLECTION SYSTEM ACTIVITIES

Grease trap inspections are going well; about half have been completed.

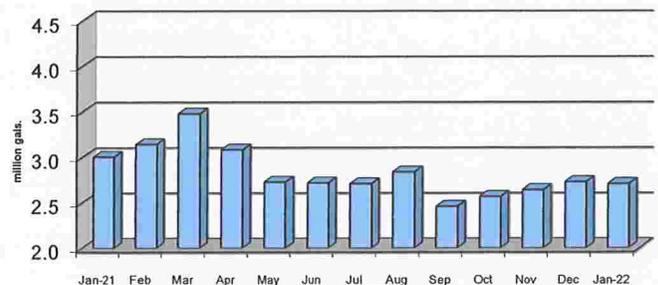
### FLOWS

Total Effluent Flow for Month:	83.948	million gallons
Average Daily Flow:	2.708	mgd
Maximum Daily Flow:	3.363	mgd
Precipitation Total:	0.10	inches
Precipitation This Month Last Year:	0.79	inches
Septage Accepted:	217,636	gallons

**Total Monthly Flows**



**Monthly Average Daily Flows**



**MANAGER'S MONTHLY REPORT**

January 2022

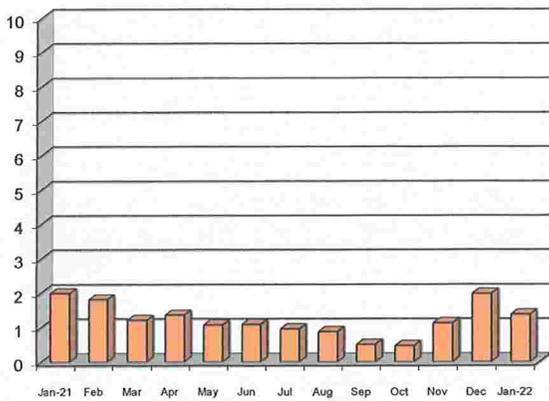
Page 2 of 2

**TREATMENT PLANT OPERATIONS**

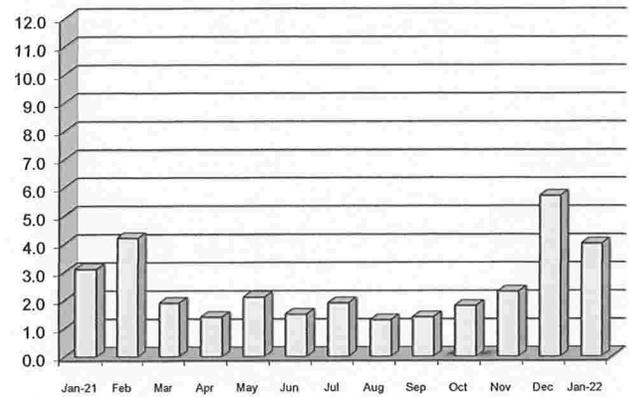
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	163 mg/L	1.4 mg/L	99.2%
Total Suspended Solids:	366 mg/L	4.0 mg/L	98.9%
Ammonia Nitrogen:	14.4 mg/L	0.1 mg/L	99.4%
Phosphorus:		0.11 mg/L	
Fecal Coliform:		43 MPN	

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:	2.488 million gallons
Decanted:	0.615 million gallons
Thickened:	1.878 million gallons
To Digester:	0.789 million gallons
Pressed:	0.772 million gallons

**PERSONNEL ACTIVITIES**

Tamara attended an HR webinar on 1/19/22.

Respectfully submitted,

Tamara C. Mueller  
District Manager

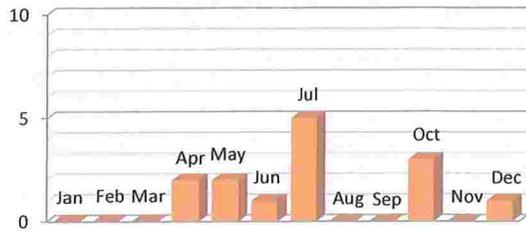
# MANAGER'S 2021 ANNUAL REPORT

## Customers

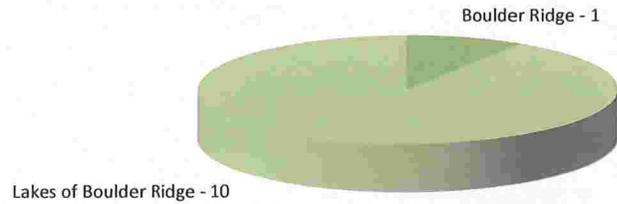
Total accounts:  
 New Customers:  
 Connections made:  
 Permits issued:  
 Total permits issued through 12/31/21:  
     Residential: 10,105  
     Commercial: 122  
     Industrial: 1

	TOTAL for 2021	TOTAL for 2020
Total accounts:	11,747	11,737
New Customers:	10	14
Connections made:	11	7
Permits issued:	14	6

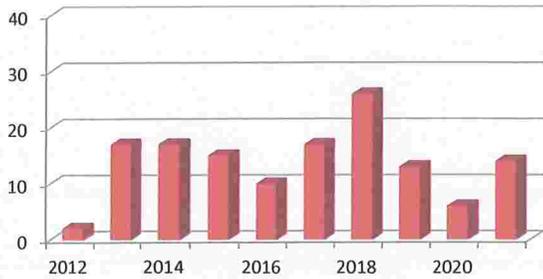
Permits Issued by Month



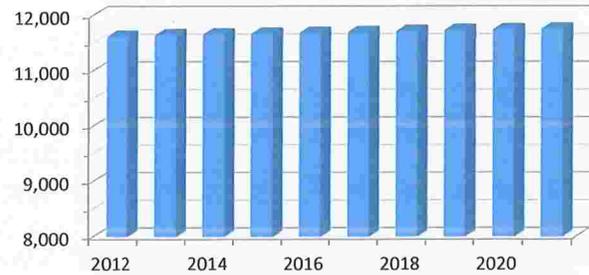
Connections by Development



Permits Issued by Year



Lake in the Hills Sanitary District  
Customer Account Totals



## ILLINOIS E.P.A. SANITARY SEWER EXTENSION PERMITS ISSUED

<u>DEVELOPMENT</u>	<u>PE</u>	<u>DWELLINGS</u>	<u>ISSUED</u>
Arden Rose Home Care	81	3 buildings	1/15/2021
<b>Total</b>	<b>81</b>		

## COLLECTION SYSTEM EMERGENCY RESPONSES

District personnel responded to 19 residential call-outs. Of those, 3 were related to District operations.

## SANITARY SEWER OVERFLOWS (SSO)

Of the three emergency calls listed above, two resulted in sanitary sewer overflows.

**COLLECTION SYSTEM ACTIVITIES**

**Contracts Awarded for Collection System:**

None

**Maintenance Activities for Collection System:**

District personnel televised 25,236' of sewer (120 lines) and 196 manholes.

District personnel cleaned and/or root cut 18,200' of sewer line.

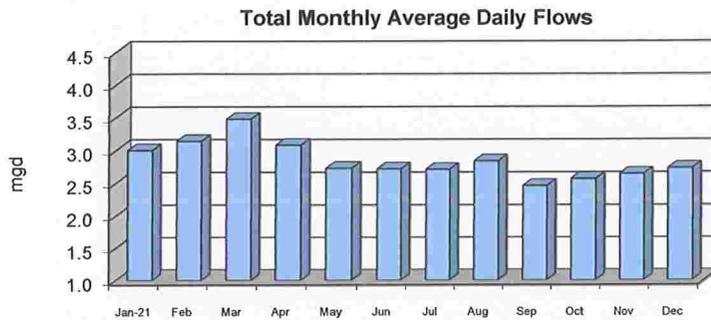
Three manholes contributing to I&I were rehabilitated.

**The following developments were accepted for ownership:**

The Heathers Buildings 1 & 2

**FLOWES**

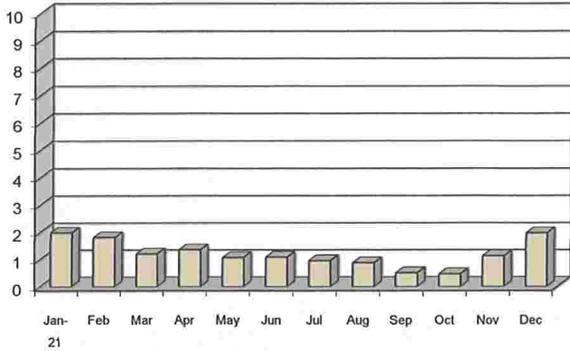
Total Effluent Flow for Year:	1.037 billion gallons (1.273 billion gallons - 2020)
Average Daily Flow:	2.841 mgd
Maximum Daily Flow:	4.514 mgd Feb 28th
Total Precipitation For Year:	33.6 inches
Precipitation Daily Maximum:	3.03 inches Oct 24th



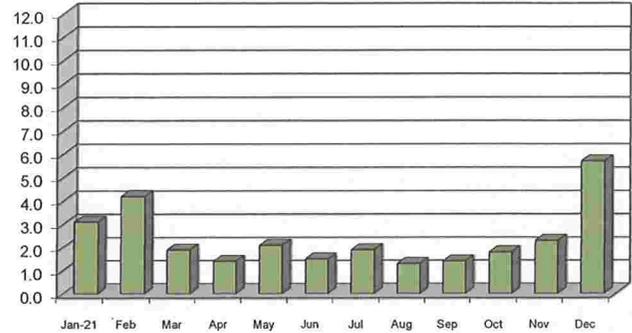
**TREATMENT PLANT OPERATIONS**

<u>BOD/CBOD</u>	<u>Influent</u>	<u>Effluent</u>
Yearly Average:	171 mg/l	1.20 mg/l
Daily Maximum:	323 mg/l Jul 8th	6.56 mg/l Dec 27th
Maximum Loading:	10,744 lbs. Aug 11th	176 lbs. Dec 27th
<u>Total Suspended Solids</u>		
Yearly Average:	413 mg/l	2.3 mg/l
Daily Maximum:	1,300 mg/l Aug 11th	23 mg/l Dec 27th
Maximum Loading:	49,006 lbs. Aug 11th	615 lbs. Dec 27th
<u>Ammonia Nitrogen</u>		
Yearly Average:	19.9 mg/l	0.76 mg/l
Daily Maximum:	40 mg/l Jun 15th	9.07 mg/l Apr 7th
Maximum Loading:	1,063 lbs. Jun 15th	240 lbs. Apr 7th
<u>Phosphorus</u>		
Yearly Average:		0.20 mg/l
Daily Maximum:		1.91 mg/l Nov 15th
Maximum Loading:		42 lbs. Nov 15th
<u>Fecal Coliform</u>		
Daily Maximum:		1300 MPN Jul 27th

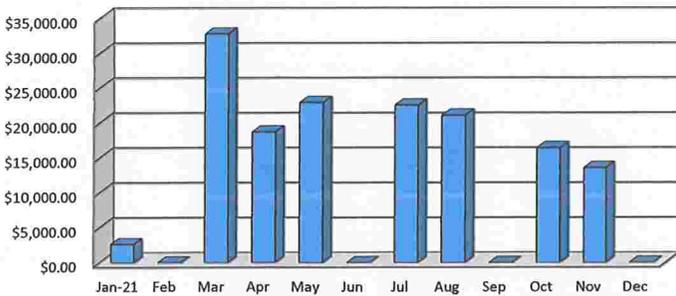
Effluent Monthly Average - CBOD



Effluent Monthly Average - Total Suspended Solids



Sludge Hauling Expense - Synagro



**PLANT OPERATIONS SUMMARY:**

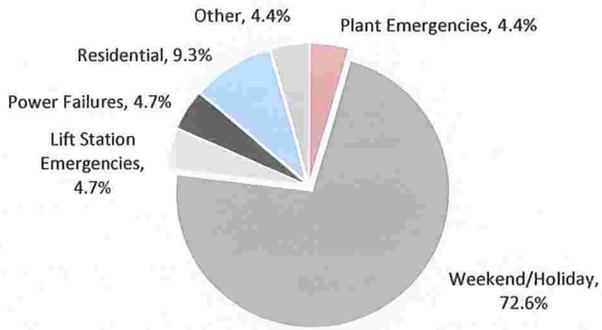
**Annual Quantities:**

- Wasted 44,883,000 gallons (3,740,250 gals. monthly average)
- Decanted 8,261,000 gallons (688,417 monthly average)
- Pressed 11,938,000 gallons of sludge (995,000 gals. monthly average, \$150,720 total expenditure compared to \$145,440 in 2020)
- Thickened by GBT 34,766,000 gallons (2,897,167 gals. monthly average)
- Sent to Digesters 10,465,000 gallons (872,083 gals. monthly average)
- Sludge Generated: 838.74 dry tons (775.64 dry tons - 2020)
- Sludge Land Applied: 838.74 dry tons (775.64 dry tons - 2020)
- Municipal Water Treatment Discharge Received: 43,968,681 gallons (\$47,925.86 revenue, 2020 - \$47,925.86 revenue)
- Septage Received: 6,103,266 gallons (\$366,195.96 revenue, 2020 - \$345,851.52 revenue)
- Industrial Waste Received: 1,900,000 gallons (estimated)

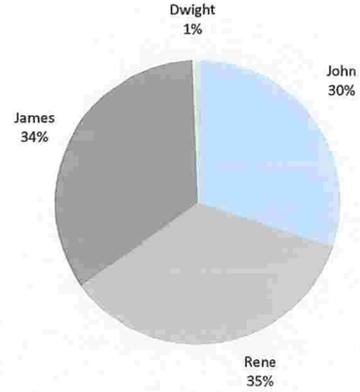
**Contracts Awarded for Treatment Facility:**

None

Overtime Breakdown by Classification



Overtime Breakdown by Personnel



Respectfully submitted,

Tamara C. Mueller  
District Manager



**Date:** February 17, 2022 **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:** February 2022 District Engineer's Report

**Cc:** Karen Thompson – District Clerk/Treasurer

**1. Barium Discharge Limits**

- a. At a meeting held on 1/18/22 with the Village of Lake in the Hills it was agreed that the District would investigate the addition of alum (aluminum sulfate) for barium removal/disposal and determine the costs of such a treatment process. The District is currently conducting a full-scale pilot test to determine effectiveness and treatment costs.
- b. On a parallel track ATI is working on developing a local limit as well as a limit for water treatment backwash facilities for discharges of barium into the sanitary sewer system. Initial submission of proposed limits will be sent to the IEPA for review and comment.
- c. After IEPA input ATI will make recommendations to the District on incorporating new local barium limits into the District's Ordinance.

**2. Treatment Plant Pavement**

- a. Task Order No. 21-01 for the design and preparation of construction documents for the repair and reconstruction of the Front Entrance Drive is proceeding.
- b. Construction drawings for the pavement replacement area have been completed. ATI expects to have a final bid package completed by February 25, 2022. Bidding will be conducted in March with project award expected in April 2022.

**3. Holding Tank Refurbishment Project**

- a. A memorandum has been submitted to District staff for review and comment on recommendations for repair including preliminary cost estimates on options for District consideration.