



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
June 16, 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

- A. Approval of Task Order No. 22-02 in the amount of \$49,136 for the Sludge Storage Building Modification.
- B. Approval of Geotechnical Services in the amount of \$750 to Conrad DeLatour & Associates, Inc. for the Sludge Storage Building Modification.

Specific Agenda

- A. Approval to waive bid requirement for Crystal Creek Reach 7 Project.

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$934,946.15 of which \$20,755.68 is from the Governmental Funds, \$214,981.78 is from the Operations and Maintenance Funds, \$4,653.22 is from the Construction Funds, and \$694,555.47 is from the Bond and Interest Funds.

Manager's Report

Operations Update



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
June 16, 2022
7:00 p.m.
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Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
May 19, 2022**

New Trustee Matt Irsay was sworn in by the District Clerk

Pledge of Allegiance

Public Hearing – Budget and Appropriations for Fiscal Year May 1, 2022 through April 30, 2023

Roll Call:

The public hearing was called to order by acting President Jessica Reed at 7:00pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by acting President Jessica Reed, Trustee Russ Ruzanski and Trustee Matt Irsay.

Also present at the public hearing were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Bob Doeringsfeld of Applied Technologies, Attorney Ann Williams of Storino Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

Public Comments:

None.

The Budget and Appropriations for Fiscal Year May 1, 2022 through April 30, 2023 was presented.

District Manager stated that she only increased the total budget by \$96,000.00 over last year's budget. She further elaborated that she increased the principal expense for the 2008 Debt Certificates to account for the early redemption pay off. She also increased salaries to accommodate for the raises that were approved last month. There were a few categories that were reduced as well, but most stayed the same.

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

The public hearing was adjourned at 7:03pm.

Board of Trustees Regular Meeting

Roll Call:

The regular meeting was called to order by acting President Jessica Reed at 7:03pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by acting President Jessica Reed, Trustee Russ Ruzanski and Trustee Matt Irsay.

Also in attendance at the Sanitary District offices were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Bob Doeringsfeld of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
May 19, 2022**

Approval of Minutes:

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the minutes of the Regular Board Meeting of April 21, 2022 as presented. On a roll call vote, acting President Reed and Trustees Ruzanski and Irsay voted aye.

Public Comments:

None.

Presentation by RES for Crystal Creek Reach 7:

Steve Zimmerman from the ecological restoration company RES (Resource Environmental Solutions) provided a presentation regarding section 7 of Crystal Creek. Most of this area is owned by the District, however, a small section is owned by either a resident or by MCCD. He provided photos showing the current condition of the creek and of other restoration projects they have completed in the area. Should the Board wish to pursue this project, the District would be able to apply for an EPA 319 grant. If approved for this grant, 60% of the project cost would be covered. The estimated current cost is around \$500,000. Mr. Zimmerman indicated that if the project were done as a design/build and we did not go out to bid he would do the grant application paperwork at no charge. Some discussion took place regarding a bid waiver and the benefits of doing this project.

Consent Agenda:

- A. Approval of Ordinance No. 414, An Ordinance for the Combined Budget and Appropriations for Fiscal Year May 1, 2022 through April 30, 2023.
- B. Approval of writing off uncollectable residential accounts per staff's recommendation.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the Consent Agenda as presented (Items A and B). On a roll call vote, acting President Reed and Trustees Ruzanski and Irsay voted aye.

Specific Agenda:

- A. Voting for President and Vice President.

Motion was made by Trustee Ruzanski to appoint Jessica Reed as Board President and himself, Russ Ruzanski, as Vice President. Motion was seconded by Trustee Irsay. On a roll call vote, acting President Reed and Trustees Ruzanski and Irsay voted aye to appoint Jessica Reed as President and Russ Ruzanski as Vice President (Item A)

- B. Approval to pursue applying for a 319 grant for Crystal Creek Reach 7 Restoration Project.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
May 19, 2022**

Motion was made by President Reed, seconded by Trustee Irsay to approve Item B. District Manager asked the Board if they wish to consider a bid waiver and if they would like this item on next month's agenda. The Board concurred and suggested that this item be on the Specific Agenda for next meeting. On a roll call vote President Reed, and Trustees Ruzanski and Irsay voted aye to pursue applying for a 319 grant for Crystal Creek Reach 7 Restoration (Item B).

- C. Approval of Ordinance No. 415, An Ordinance providing for the redemption and payment of the outstanding Debt Certificates, Series 2008, of the Lake in the Hills Sanitary District in advance of maturity.

Motion was made by President Reed, seconded by Trustee Ruzanski to approve Item C. District Manager added that the District will save \$100,000 in interest by paying these off early. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Ordinance No. 415 providing for the redemption and payment of the outstanding Debt Certificates, Series 2008 (Item C).

Treasurer's Report:

District Treasurer presented final written copies of the April 2022 Treasurer's reports and provided a verbal summary of some of the receipts and expenses. She further added that April 30th ended the District's fiscal year.

She stated that we received the schedule for the 2022 distribution of property taxes from the County. The first distribution is to start on May 31st.

She also stated that in April the IMRF expenses were higher than the preceding month. This is because we used the remaining portion of the budget to pay down the District's underfunded pension liability. A total of \$40,820.38 was used for this purpose.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay, to approve the April 2022 Treasurer's reports. On a roll call vote President Reed and Trustees Ruzanski and Irsay 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.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the List of Bills for payment totaling \$406,624.98 of which \$68,345.98 is from the Governmental Funds, \$304,458.36 is from the Operations and Maintenance Funds, \$33,820.64 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

The motion passed after a roll call vote; President Reed and Trustees Ruzanski and Irsay voted aye.

Manager's Report:

District Manager presented a written copy of the April 2022 Manager's Report and provided a verbal summary.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
May 19, 2022**

There were no emergency call outs in April.

We are continuing to investigate inflow and infiltration (I & I) with a goal to have it reduced to as close to zero as possible. Fortunately, we do not have a lot of I & I compared to other treatment facilities, however, we do not want to waste resources to treat storm water. That is why it is so important to keep up with these efforts.

The alum line to the splitter box has been completed and is operational. The IEPA has been notified. The District's new permit was effective May 1st.

Motion was made by President Reed, seconded by Trustee Ruzanski to approve the April 2022 Manager's report. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Engineer's Report:

District Engineer, Bob Doeringsfeld of Applied Technologies 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) Front Entrance Drive Reconstruction – This construction has started. Installation of the curb and the manhole chimneys was completed on May 12th & May 13th. The contractor created a dust issue on some of the cars parked in front of the office. They offered car washes to remediate this. Should there be any lasting issues, ATI will make sure the contractor is aware and offers a solution.
- 2) Village of Lake in the Hills – District Engineer and District Manager attended a kick off meeting for a development the Village is considering for the area around Pyott Rd & the airport. The District does currently have some sizeable sewers in that area with very little flow. There are some significant challenges with that area.
- 3) Disc Filter Replacement Project – ATI is working with District staff to develop the intended scope, construction cost estimates and possible funding mechanisms. A task order will be presented at the June meeting.
- 4) Septage Receiving Station – ATI has been investigating options for replacement of the existing Lakeside unit. The District requires a simpler piece of equipment and there is a package installed at the Old Mill Creek Plant that District staff could tour.
- 5) Smoke Testing – ATI has been working with the District Manager to develop a smoke testing task order for the area tributary to the Dam Lift Station.

Attorney's Report:

None.

Unfinished Business:

None.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
May 19, 2022**

New Business:

None.

Adjournment:

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

The meeting was adjourned at 8:17pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2022.

President Reed

Lake in the Hills Sanitary District TASK ORDER No. 22-02

Date: June 13, 2022 **Project No.:** _____ **LITHSD Project Manager:** Tamara Mueller

Project Name: Sludge Storage Building Modification

ATI Point(s) of Contact: Robert Doeringsfeld

Project Description: Modifications to the Sludge Storage Building including the removal of the sludge drying beds, new concrete floor and sidewall, drain extension, stormwater pipe and inlets, and new vacuum truck discharge bay.

Scope of Services/Schedule: Engineering Services within Task Order No. 22-02 include Preliminary Project Plan/Basis of Design Report, IEPA permit submittal, design plans and specifications preparation, opinion of probable construction cost and bid assistance. Previous topographic survey will be supplemented to create the design drawings. The scope of services shall include the following tasks:

1. Kick off Meeting to review District design preferences, project staging, and building access
2. Site Visit and Review of Existing Conditions/Plans
3. Prepare preliminary design criteria, including sludge volume storage requirements
4. Prepare design drawings and specifications for incorporation into Contract Documents. Contract Documents shall be submitted to the District at the 90% completion point.
5. Opinion of Probable Construction Cost (90%)
6. Prepare Final Contract Documents
7. Prepare permit application and submit to the IEPA for review and approval. Prepare responses to all comments received from the IEPA
8. Bidding Assistance, Bid Review and Recommendation of Award

Services provided under direct contract with the District and not included in this Task Order:

1. Subsurface Review – Conrad DeLatour & Associates, Inc.
 - a. \$750

Conrad DeLatour & Associates, Inc to review existing subsurface condition reports to provide structural design basis. Soil conditions under the existing sludge drying beds to be investigated and final recommendations to be made at the time of construction

Construction related services to be included under a separate Task Order

The following schedule is proposed for this Task Order:

1. Project Start – June 20, 2022
2. Kick off Meeting – Week of June 20, 2022
3. 90% Contract Documents – July 15, 2022
4. Final Contract Documents – July 22, 2022
5. Project Bidding – August 1, 2022, through August 15, 2022
6. Project Award – August Board Meeting
7. Construction – ASAP

The Proposed schedule is an aggressive schedule to meet the District's needs; the construction schedule of the improvement is contingent upon IEPA approval.

Compensation: The Total Compensation for this Task Order is \$49,136. The breakdown is as follows:

| | | |
|--|-------------------|-----------------|
| Services Provided Under Task Order No. 22-02 | | \$49,136 |
| Applied Technologies, Inc. | District Engineer | \$49,136 |
| Direct Contract Services with the District outside Task Order No. 21-02 | | |
| Conrad DeLatour & Associates, Inc. | Geotechnical | \$ 750 |

PROJECT APPROVAL

Applied Technologies, Inc.

Accepted by Lake in the Hills Sanitary District

Signature: 
 Printed Name: Robert Doeringsfeld, P.E.
 Title: District Engineer
 Date: June 13, 2022

Signature: _____
 Printed Name: _____
 Title: _____
 Date: _____

Tamara Mueller

From: Bob Doeringsfeld <rcdoeringsfeld@ati-ae.com>
Sent: Tuesday, June 14, 2022 2:13 PM
To: Tamara Mueller
Cc: Mike Nelson
Subject: RE: Task Order No. 22-02 - Sludge Storage Building Modification

Tamara,

I put together an initial cost estimate for the Sludge Storage Building Modifications. These numbers are all estimates, and would be refined and solidified in the design.

Lake in the Hills Sanitary District
Sludge Storage Building Modifications
Project Initiation Cost Estimate

| Item | Description | Unit | Quantity | Unit Price | Extended Amount | Note |
|------------------------|--|------|----------|---------------|----------------------|--|
| 1 | Removal of Sludge Beds | LS | 1 | \$ 250,000.00 | \$ 250,000.00 | |
| 2 | New Concrete Floor - 8 inch, reinforced | SF | 11,000 | \$ 8.25 | \$ 90,750.00 | \$300-\$400 per CY |
| 3 | New Concrete Wall - 10 inch x 7 ft, reinforced | LF | 450 | \$ 275.00 | \$ 123,750.00 | \$750 per CY |
| 4 | Civil Work | LS | 1 | \$ 50,000.00 | \$ 50,000.00 | Storm Drainage, drain extension, backfill, pavement |
| 5 | Vaccum Truck Discharge Bay | LS | 1 | \$ 25,000.00 | \$ 25,000.00 | |
| Subtotal | | | | | \$ 539,500.00 | |
| 20% Contingency | | | | | \$ 107,900.00 | Removal of Unsuitable Material, geotextile fabric, triaxial geogrid, roof column replacement |
| Total | | | | | \$ 647,400.00 | |

Thanks

Bob

Robert Doeringsfeld, P.E.
Illinois Department Manager

APPLIED TECHNOLOGIES, INC.
468 Park Avenue | Lake Villa, IL 60046 | (847) 265-7325 |
(224) 372-0753 Direct
<http://www.ati-ae.com/>

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

| | 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 | \$ 1,294,280.07 | \$ 1,217,089.48 | \$ 1,217,089.48 |
| Credit Cards | - | - | - |
| TOTAL BEGINNING CASH AND INVESTMENTS | 1,294,280.07 | 1,217,089.48 | 1,217,089.48 |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|-------------------------------------|-----------------|------------------|------------------|-------------------|
| Revenues and Receipts | | | | |
| Real Estate Taxes | | | | |
| General Fund | - | 31,528.43 | 31,528.43 | 355,000.00 |
| Audit Fund | - | 1,066.06 | 1,066.06 | 12,000.00 |
| Chlorination Fund | - | 1.53 | 1.53 | 10.00 |
| Liability Insurance Fund | - | 6,661.05 | 6,661.05 | 75,000.00 |
| Social Security Fund | - | 5,773.43 | 5,773.43 | 65,000.00 |
| Revenue Recapture | - | 56.61 | 56.61 | - |
| Retirement Fund | - | 13,765.90 | 13,765.90 | 155,000.00 |
| Replacement Taxes | 970.63 | 1,299.53 | 1,299.53 | - |
| Rebates, Refunds or Grants Received | 1,778.00 | - | - | - |
| Interest Income | 52.80 | 76.90 | 76.90 | 1,000.00 |
| TOTAL REVENUES AND RECEIPTS | 2,801.43 | 60,229.44 | 60,229.44 | 663,010.00 |

Expenditures

GENERAL FUND

PERSONNEL SERVICES

| | | | | |
|--|-----------|-----------|-----------|------------|
| Salaries of Trustees, Manager, Treasurer & Clerk | 14,615.80 | 15,846.98 | 15,846.98 | 210,000.00 |
|--|-----------|-----------|-----------|------------|

CONTRACTUAL SERVICES

| | | | | |
|-----------------------------|-----------------|-----------------|-----------------|------------------|
| Professional Engineering | 1,890.00 | 3,168.00 | 3,168.00 | 65,000.00 |
| Legal Services | 1,968.75 | - | - | 25,000.00 |
| Other Professional Services | 270.00 | 580.00 | 580.00 | 5,000.00 |
| | 4,128.75 | 3,748.00 | 3,748.00 | 95,000.00 |

ADMINISTRATIVE EXPENSES

| | | | | |
|----------------------------|---------------|---------------|---------------|------------------|
| Printing, Publications | - | 640.70 | 640.70 | 4,500.00 |
| Office Supplies, Equipment | 161.81 | - | - | 2,500.00 |
| Postage | - | - | - | 1,000.00 |
| Treasurer's Bond | - | - | - | 4,000.00 |
| Community Affairs | - | - | - | 1,000.00 |
| Memberships and Dues | 100.00 | 10.00 | 10.00 | 4,000.00 |
| | 261.81 | 650.70 | 650.70 | 17,000.00 |

OPERATING EXPENSES

| | | | | |
|---------------------------------------|-----------------|-----------------|-----------------|------------------|
| Building and Grounds Upkeep | - | - | - | 15,000.00 |
| Utilities | 3,762.32 | 2,943.35 | 2,943.35 | 40,000.00 |
| J.U.L.I.E. | - | - | - | 3,000.00 |
| Training and Education | - | - | - | 3,000.00 |
| Travel Expenses | - | - | - | 2,000.00 |
| Computer Hardware, Software & Support | 571.41 | - | - | 7,000.00 |
| | 4,333.73 | 2,943.35 | 2,943.35 | 70,000.00 |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|---|---------------------|---------------------|---------------------|---------------------|
| CONTINGENT AND MISCELLANEOUS EXPENSES | | | | |
| Not Otherwise Appropriated | - | - | - | 1,000.00 |
| | - | - | - | 1,000.00 |
| TOTAL GENERAL FUND | 23,340.09 | 23,189.03 | 23,189.03 | 393,000.00 |
| Expenditures (continued) | | | | |
| CHLORINATION FUND | 1,623.55 | 1,623.55 | 1,623.55 | 35,000.00 |
| | 1,623.55 | 1,623.55 | 1,623.55 | 35,000.00 |
| AUDIT FUND | - | - | - | 15,000.00 |
| | - | - | - | 15,000.00 |
| PUBLIC LIABILITY INSURANCE FUND | | | | |
| Workers' Compensation | - | 4,225.00 | 4,225.00 | 30,000.00 |
| Administrative Fee | - | 127.00 | 127.00 | 1,000.00 |
| Property | - | - | - | 45,000.00 |
| Vehicles | - | - | - | 15,000.00 |
| General Liability | - | - | - | 74,000.00 |
| | - | 4,352.00 | 4,352.00 | 165,000.00 |
| SOCIAL SECURITY FUND | 4,876.83 | 5,249.71 | 5,249.71 | 70,000.00 |
| IMRF FUND | 50,151.55 | 10,061.85 | 10,061.85 | 155,000.00 |
| OTHER EXPENDITURES (RECEIPTS) | - | - | - | - |
| TOTAL EXPENDITURES | 79,992.02 | 44,476.14 | 44,476.14 | 833,000.00 |
| EXCESS OF REVENUES OVER (UNDER) EXPENDITURES | (77,190.59) | 15,753.30 | 15,753.30 | (169,990.00) |
| Ending Cash and Investments | | | | |
| First National Bank | \$ 1,217,089.48 | \$ 1,232,842.78 | \$ 1,232,842.78 | |
| Credit Cards | - | - | - | |
| TOTAL ENDING CASH AND INVESTMENTS | 1,217,089.48 | 1,232,842.78 | 1,232,842.78 | |

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of May, 2022

| | | 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 | 682,277.05 | 1,083,680.95 | 1,083,680.95 |
| First National Bank - Certificate Fund | Bond & Int | 162,789.01 | 37,516.54 | 37,516.54 |
| First National Bank - Depreciation Account | Construction | 2,734,847.84 | 2,740,847.71 | 2,740,847.71 |
| First National Bank - Surplus Funds | Construction | 8,563.54 | 23,994.73 | 23,994.73 |
| First National Bank - Bond & Interest Fund | Bond & Int | 1,000,826.75 | 836,953.89 | 836,953.89 |
| First National Bank - Sinking Funds | Bond & Int | 1,230,146.51 | 1,244,940.58 | 1,244,940.58 |
| Algonquin Bank & Trust - Cash Mgr | O&M | 1,660,001.33 | 1,873,882.90 | 1,873,882.90 |
| Algonquin Bank & Trust - Operating | O&M | 0.00 | 1,468.00 | 1,468.00 |
| Credit Cards | | (1,616.29) | (875.73) | (875.73) |
| TOTAL BEGINNING CASH AND INVESTMENTS | | 7,477,835.74 | 7,842,409.57 | 7,842,409.57 |
| SEWERAGE FUNDS | | | | |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|-------------------------------------|-------------------|-------------------|-------------------|---------------------|
| Revenues and Receipts | | | | |
| Sewer Bill Income/User Charges | 796,036.91 | 72,048.50 | 72,048.50 | 3,600,000.00 |
| Septage Income | 24,754.60 | 33,281.34 | 33,281.34 | 350,000.00 |
| Wastewater Discharge Income | 3,285.61 | 3,466.02 | 3,466.02 | 65,000.00 |
| Customer Refunds | (733.25) | (2,827.08) | (2,827.08) | - |
| Connection/Tap-On Fees | 5,200.00 | - | - | 100,000.00 |
| Annexation Fees (inc. GIS) | - | - | - | 5,000.00 |
| Downstream & Misc Charges | - | - | - | 500.00 |
| Liftstation Recapture | - | - | - | - |
| Gain/Loss - Sale of Equipment | - | - | - | - |
| Rebates, Refunds or Grants Received | - | 2,228.50 | 2,228.50 | - |
| Interest Income | 917.50 | 1,462.36 | 1,462.36 | 5,000.00 |
| TOTAL REVENUES AND RECEIPTS | 829,461.37 | 109,659.64 | 109,659.64 | 4,125,500.00 |

Expenditures

PERSONNEL SERVICES

| | | | | |
|-----------------------------|-----------|-----------|-----------|------------|
| District Personnel Salaries | 49,133.51 | 53,276.74 | 53,276.74 | 700,000.00 |
|-----------------------------|-----------|-----------|-----------|------------|

ADMINISTRATIVE EXPENSES

| | | | | |
|--|------------------|------------------|------------------|-------------------|
| Telephone | 206.43 | 206.25 | 206.25 | 3,000.00 |
| Postage | 64.00 | 697.29 | 697.29 | 20,000.00 |
| Printing and Publications | - | - | - | 2,000.00 |
| Office Supplies | 217.26 | 691.65 | 691.65 | 7,500.00 |
| Billing and Collection Expenses | 1,978.62 | 9,539.52 | 9,539.52 | 75,000.00 |
| Professional Services | 161.06 | 192.17 | 192.17 | 5,000.00 |
| Training, Travel and Education | - | 40.00 | 40.00 | 7,000.00 |
| Computer Hardware, Software, and Support | 1,058.19 | 1,143.16 | 1,143.16 | 25,000.00 |
| Community Affairs | - | 47.03 | 47.03 | 2,000.00 |
| Medical and Life Insurance | 20,549.47 | 20,549.47 | 20,549.47 | 275,000.00 |
| | 24,235.03 | 33,106.54 | 33,106.54 | 421,500.00 |

OPERATIONS AND MAINTENANCE

| | | | | |
|---|-----------|-----------|-----------|------------|
| Operating Supplies | 9,298.82 | 3,215.48 | 3,215.48 | 60,000.00 |
| Maintenance and Repair (Plant) | 14,063.07 | 1,200.25 | 1,200.25 | 150,000.00 |
| Maintenance and Repair (Collection Systems) | 25,492.26 | 1,463.99 | 1,463.99 | 300,000.00 |
| Utilities and Energy | 26,563.59 | 26,625.35 | 26,625.35 | 400,000.00 |
| Grounds Upkeep | - | 4,400.00 | 4,400.00 | 30,000.00 |
| Gasoline/Oil | 586.56 | 666.39 | 666.39 | 20,000.00 |
| Computer and Support Services | - | - | - | 2,000.00 |
| Emergency Communications | 982.03 | 983.31 | 983.31 | 40,000.00 |

| | PRIOR MONTH | CURRENT MONTH | YTD | BUDGET |
|---------------------------------|------------------|------------------|------------------|---------------------|
| Sludge Management | - | 34,791.95 | 34,791.95 | 225,000.00 |
| Professional Services | 1,190.00 | 3,150.80 | 3,150.80 | 35,000.00 |
| Residential Reimbursement | - | - | - | 10,000.00 |
| Compliance Requirements/Permits | - | - | - | 30,000.00 |
| GIS | - | - | - | 10,000.00 |
| | <u>78,176.33</u> | <u>76,497.52</u> | <u>76,497.52</u> | <u>1,312,000.00</u> |

Expenditures (continued)

CAPITAL IMPROVEMENTS

| | | | | |
|----------------------------------|-----------------|-------------------|-------------------|---------------------|
| New Construction | 3,884.00 | 33,820.64 | 33,820.64 | 1,500,000.00 |
| Plant Equipment | 5,685.63 | - | - | 500,000.00 |
| Collection System | - | 99,586.00 | 99,586.00 | 500,000.00 |
| Vehicles | - | 101,355.00 | 101,355.00 | 175,000.00 |
| Legal Expense | - | - | - | 5,000.00 |
| Engineering Expense | - | - | - | 200,000.00 |
| Bond, Finance Consulting Expense | - | - | - | 1,000.00 |
| | <u>9,569.63</u> | <u>234,761.64</u> | <u>234,761.64</u> | <u>2,881,000.00</u> |

BOND TRANSFERS

| | | | | |
|---------------------------------------|-------------------|----------|----------|-------------------|
| 2008 Debt Certificates, Principal | 120,000.00 | - | - | 690,000.00 |
| 2008 Debt Certificates, Interest | 18,778.13 | - | - | 5,000.00 |
| Administration Fees - 2008 Debt Certs | - | - | - | 2,000.00 |
| | <u>138,778.13</u> | <u>-</u> | <u>-</u> | <u>697,000.00</u> |

| | | | | |
|--|-------------------|----------|----------|-------------------|
| Series 2014 Bond, Principal | 115,000.00 | - | - | 120,000.00 |
| Series 2014 Bond, Interest | 51,618.75 | - | - | 100,000.00 |
| Administration Fees - 2014 Series Bond | 400.00 | - | - | 2,000.00 |
| | <u>167,018.75</u> | <u>-</u> | <u>-</u> | <u>222,000.00</u> |

CONTINGENT AND MISCELLANEOUS EXPENSES

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

TOTAL EXPENDITURES 466,911.38 397,642.44 397,642.44 6,236,500.00

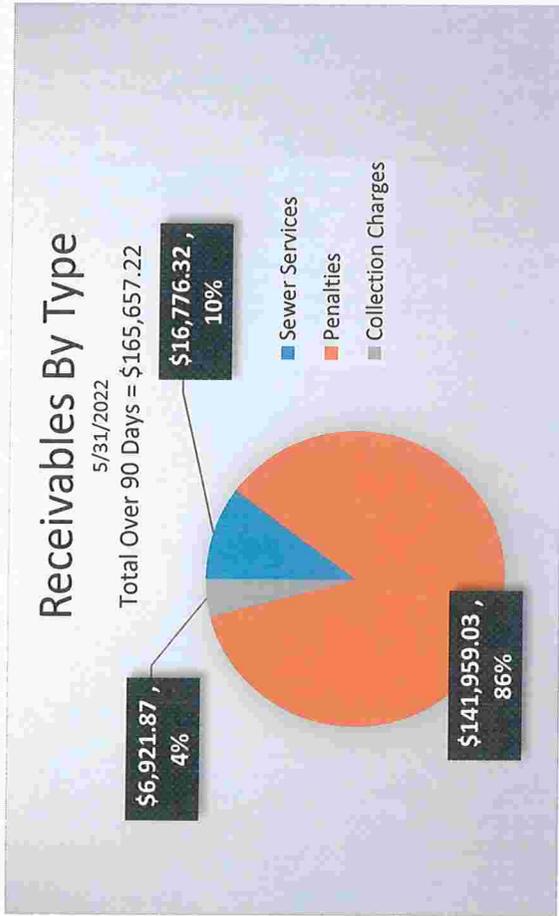
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES 362,549.99 (287,982.80) (287,982.80) (2,111,000.00)

| | | BANK BAL AT END OF THE PRIOR MONTH | BANK BAL AT END OF THE CURRENT MONTH | BANK BAL AT THE END OF MAY |
|--|--------------|------------------------------------|--------------------------------------|----------------------------|
| Ending Cash and Investments | | | | |
| First National Bank - O & M Account | O&M | 1,083,680.95 | 697,702.92 | 697,702.92 |
| First National Bank - Certificate Fund | Bond & Int | 37,516.54 | 708,083.29 | 708,083.29 |
| First National Bank - Depreciation Account | Construction | 2,740,847.71 | 2,749,254.33 | 2,749,254.33 |
| First National Bank - Surplus Funds | Construction | 23,994.73 | 5,175.26 | 5,175.26 |
| First National Bank - Bond & Interest Fund | Bond & Int | 836,953.89 | 902,982.83 | 902,982.83 |
| First National Bank - Sinking Fund | Bond & Int | 1,244,940.58 | 1,259,762.88 | 1,259,762.88 |
| Algonquin Bank & Trust - Cash Mgr. | O&M | 1,873,882.90 | 1,230,076.74 | 1,230,076.74 |
| Algonquin Bank & Trust - Operating | O&M | 1,468.00 | 397.00 | 397.00 |
| Credit Cards | O&M | (875.73) | (2,222.08) | (2,222.08) |
| | | <u>7,842,409.57</u> | <u>7,551,213.17</u> | <u>7,551,213.17</u> |

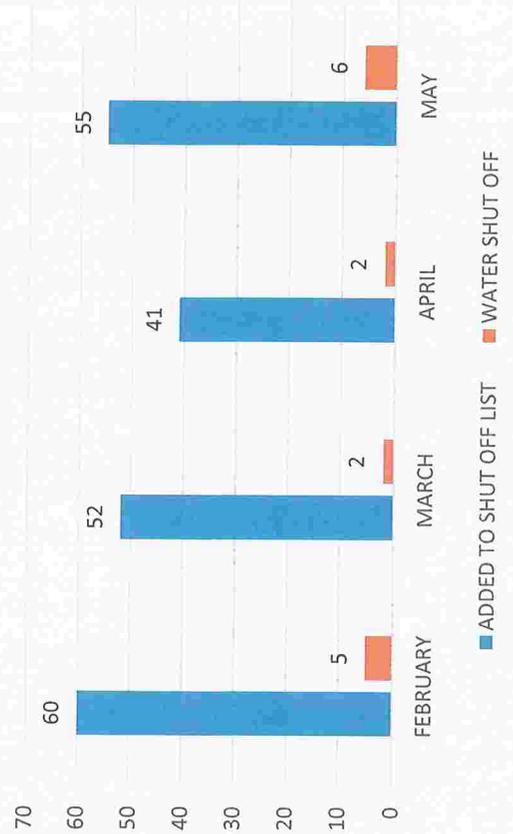
TOTAL ENDING CASH AND INVESTMENTS 7,842,409.57 7,551,213.17 7,551,213.17
SEWERAGE FUNDS

Accounts Receivable Analysis

May 2022



List vs Shut Off



Monthly Shut Off Summary

- Lake in the Hills**
 - 6 shut off – All pd in full post shut off.
- Huntley**
 - None.
- Crystal Lake**
 - None.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
June 16, 2022 Meeting Date**

| Name | Memo | Amount |
|---|---|----------------------|
| Governmental Funds | | |
| TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING | | \$ - |
| O & M Funds | | |
| AT&T | Emergency Communications | \$ 13.58 |
| Henry Pulkowski | Residential Reimbursement | \$ 3,549.45 |
| United States Postal Service | Postage - Purchase of Stamps | \$ 94.40 |
| Verizon Wireless | Emergency Communications | \$ 389.12 |
| Village of Lake in the Hills | Utilities - Water | \$ 96.34 |
| TOTAL O & M BILLS PAID PRIOR TO MEETING | | \$ 4,142.89 |
| Bond & Interest Funds | | |
| Bank of New York Mellon | Principal & Int for Early Redemption/Payoff 2008 Debt Certs | \$ 694,555.47 |
| TOTAL O & M BILLS PAID PRIOR TO MEETING | | \$ 694,555.47 |

**LITH SANITARY DISTRICT
Recurring Bills
June 16, 2022 Meeting Date**

| Name | Memo | Amount |
|---|--|---------------------|
| Governmental Funds | | |
| United States Treasury | District Pd Payroll Taxes (SS & Med) | \$ 5,249.71 |
| Illinois Municipal Retirement Fund | Employer Portion of IMRF - May 2022 | \$ 10,061.85 |
| TOTAL GOVERNMENTAL RECURRING BILLS | | \$ 15,311.56 |
| O & M Funds | | |
| Blue Cross Blue Shield | Medical Insurance Premiums (for May 2022) | \$ 19,110.21 |
| First National Bank PayMaker/Bill.com | Pro Svs - PayMaker/ Bill.com (for April 2022 payments) | \$ 81.20 |
| Humana | Specialty Insurance Premiums (for May 2022) | \$ 1,439.26 |
| Payment Service Network | Collection Expenses from April 2022 | \$ 6,503.59 |
| United States Postal Service | Postage - Mailing of Past Due Notices | \$ 588.97 |
| TOTAL O & M RECURRING BILLS | | \$ 27,723.23 |

Approved _____

President Reed

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
June 16, 2022 Meeting**

| Name | Memo | Amount |
|--------------------------------------|--|--------------------|
| GOVERNMENTAL FUND BILLS | | |
| Applied Technologies Inc | Contractual Svs - Engineering | \$ 1,482.00 |
| Hawkins Inc | Chlorination - Alum Sulfate | \$ 819.03 |
| McHenry County Recorder | Computer Exp - 3rd Quarter Laredo Software | \$ 275.00 |
| Storino Ramello & Durkin | Legal Svs - April 2022 | \$ 647.60 |
| Turf Care Enterprises | Bldg & Grounds | \$ 925.00 |
| Vanguard Energy Services | Utilities - Nat Gas | \$ 1,295.49 |
| TOTAL GOVERNMENTAL FUND BILLS | | \$ 5,444.12 |

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
June 16, 2022 Meeting**

| Name | Memo | Amount |
|--------------------------------------|---|--------------|
| O & M BILLS | | |
| A&A Magnetics | Maint/Repair - Plant | \$ 300.00 |
| Calco Ltd | Operating Supplies, Lab | \$ 129.00 |
| Cintas Corporation #355 | Operating Supplies - Personnel, May 2022 | \$ 683.59 |
| Constellation New Energy Inc | Utilities - Concord LS | \$ 1,340.95 |
| Constellation New Energy Inc | Utilities - Meadowbrook LS | \$ 251.59 |
| Constellation New Energy Inc | Utilities - Dam LS | \$ 677.29 |
| Constellation New Energy Inc | Utilities - Beach LS | \$ 89.63 |
| Constellation New Energy Inc | Utilities - Pyott LS | \$ 583.21 |
| Constellation New Energy Inc | Utilities - Plant | \$ 21,170.45 |
| Constellation New Energy Inc | Utilities - Decatur LS | \$ 2,676.39 |
| EJ Equipment | Maint/Repair - Plant Vehicles - TV Truck | \$ 165.76 |
| First National Bank of Omaha - Visa | Maint/Repair Coll Sys - Beach & Admin Exp Training Travel & Education | \$ 1,334.00 |
| First National Bank of Omaha - Visa | Pro Svs - Payroll, Computer Exp, Community Affairs, Pro Svs | \$ 918.08 |
| Flood Brothers | Bldg & Grounds, June Trash & Recycling | \$ 337.20 |
| FS3 Inc | Capital Improvements - Plant Equipment, Davit | \$ 9,341.18 |
| Harrell & Son's Lawn Maintenance | Grounds Upkeep - May 2022 Mowing | \$ 1,200.00 |
| Hawkins, Inc | Sludge Mgt - Aqua Hawk | \$ 1,235.10 |
| Hawkins, Inc | Sludge Mgt - Aqua Hawk | \$ 5,629.20 |
| Illinois Section AWWA | Training, Travel & Education - Certified Flagger Training | \$ 440.00 |
| Joseph D. Foreman & Company, Inc. | Maint/Repair - Coll Sys | \$ 454.00 |
| Joseph D. Foreman & Company, Inc. | Maint/Repair - Coll Sys | \$ 498.00 |
| Logsdon Office Supply | Office Supplies - Paper, Toner | \$ 257.22 |
| Logsdon Office Supply | Office Supplies - Copy Paper | \$ 436.50 |
| McHenry County Recorder | Collections Exp - May 2022 | \$ 11.50 |
| McMaster - Carr Supply Company, Inc. | Maint/Repair - Plant | \$ 136.98 |
| Menards | Community Affairs | \$ 13.44 |
| Menards | Maint/Repair - Plant | \$ 68.84 |

| | | | |
|--------------------------------|---|----|-----------|
| Metropolitan Industries | New Const - Pro Svs & Upgrades - Main Lift Control Upgrades | \$ | 97,859.00 |
| NAPA Auto Parts | Maint/Repair - Coll Sys, Meadowbrook | \$ | 114.83 |
| PetroChoice LLC | Gas/ Fuel | \$ | 818.99 |
| Phenova Inc | Operating Supplies - Lab | \$ | 309.20 |
| Rene Rodriguez - Reimbursement | Training, Travel & Education - Mileage Reimbursement | \$ | 39.78 |
| Sigma-Aldrich Inc | Operating Supplies - Lab | \$ | 648.11 |
| Suburban Laboratories, Inc. | Pro Svs - Lab, Semi-Ann Effluent & Weekly Barium | \$ | 1,084.50 |
| Synagro WWT | Sludge Mgt - May 2022 | \$ | 27,480.00 |
| TAS United | Emergency Communications | \$ | 100.00 |
| Technology Masters Inc | Computer Expenses - I Backup Issue & QB Upgrade | \$ | 667.75 |
| Technology Masters Inc | Computer Expenses -QB Updates Unable to Install | \$ | 96.75 |
| The Home Depot | Operating Supplies | \$ | 64.36 |
| Third Millennium Associates | Collection Exp - Rendering of QU Bills | \$ | 2,560.19 |
| Village of Lake in the Hills | Collection Exp - Water Shut Off Fees | \$ | 420.00 |
| Warehouse Direct | Pro Svs - Copies | \$ | 25.06 |
| Water One | Operating Supplies - Personnel, Drinking Water Equip Rental | \$ | 22.50 |
| Water One | Operating Supplies - Personnel, Drinking Water | \$ | 70.00 |
| Whispering Hills | Bldg & Grounds - Straw Blanket Alum Line | \$ | 42.00 |
| Ziegler's Ace Hardware | Operating Supplies - May 2022 | \$ | 313.54 |

TOTAL O&M FUND BILLS

\$ 183,115.66

CONSTRUCTION FUND BILLS

| | | | |
|--------------------------------|--|----|----------|
| Applied Technologies Inc | New Const - Engineering, 22-01 Front Drive Pavement CEI | \$ | 3,294.00 |
| Marc Kresmery Construction LLC | New Const - Pro Svs & Upgrades -PVC Piping Alum Line | \$ | 714.22 |
| RES Great Lakes LLC | New Const Cap Imprvmts - Pro Svs & Upgrades, Turf to Prairie Restoration | \$ | 645.00 |

TOTAL CONSTRUCTION FUND BILLS

\$ 4,653.22

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$934,946.15 OF WHICH \$20,755.68 IS FROM THE GOVERNMENTAL FUNDS, \$214,981.78 IS FROM THE OPERATIONS AND MAINTENANCE FUNDS, \$4,653.22 IS FROM THE CONSTRUCTION FUNDS, AND \$694,555.47 IS FROM THE BOND AND INTEREST FUNDS.

Approved _____

President Reed

MANAGER'S REPORT

Month of May, 2022

| <u>Customers</u> | CURRENT | 12/MO TOTAL | Data for May 2021 |
|--------------------------------|---------|----------------|----------------------|
| Total accounts: | 11,751 | | |
| New Customers: | 1 | 11 | 1 |
| Connections: | 0 | 13 | 2 |
| Permits Issued: | 2 | 16 | 2 |
| Permits Issued Past 13 Months: | 18 | | |
| Total Permits Issued to Date: | | | |
| <i>Residential:</i> | 10,111 | | |
| <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 |
|-----------|------------------|---------------|---------------------|
| 5/28/2022 | 1345 Cunat Drive | outside odors | yes |

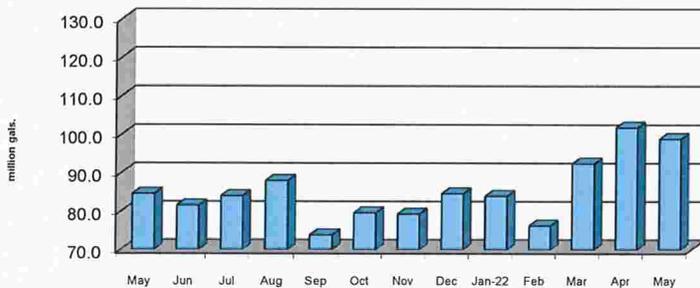
COLLECTION SYSTEM ACTIVITIES

James televised 902' of sewer in the original part of town.

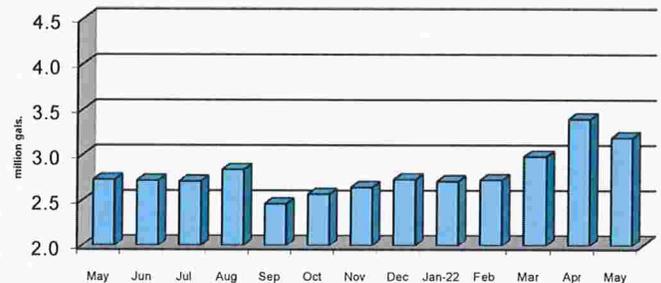
FLOWS

| | | |
|-------------------------------------|---------|-----------------|
| Total Effluent Flow for Month: | 98.865 | million gallons |
| Average Daily Flow: | 3.189 | mgd |
| Maximum Daily Flow: | 5.184 | mgd |
| Precipitation Total: | 4.07 | inches |
| Precipitation This Month Last Year: | 3.19 | inches |
| Septage Accepted: | 663,867 | gallons |

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

May 2022

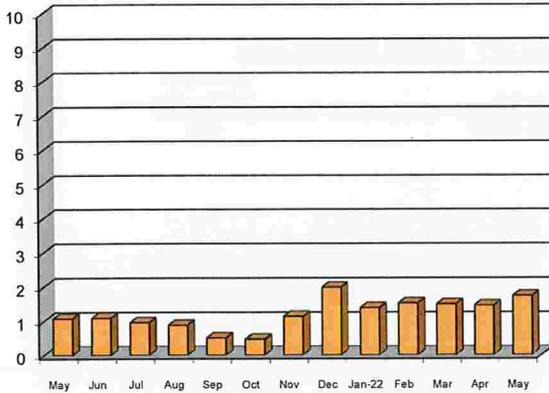
Page 2 of 2

TREATMENT PLANT OPERATIONS

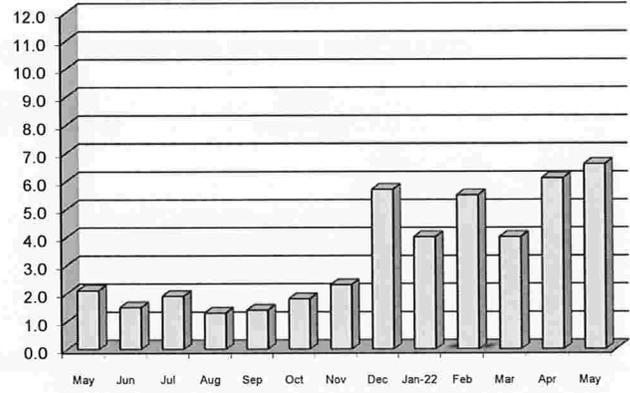
| | <u>Average in</u> | <u>Average out</u> | <u>Average % reduction</u> |
|-------------------------|-------------------|--------------------|----------------------------|
| BOD/CBOD | 174 mg/L | 1.7 mg/L | 99.0% |
| Total Suspended Solids: | 561 mg/L | 6.6 mg/L | 98.8% |
| Ammonia Nitrogen: | 11.7 mg/L | 0.4 mg/L | 97.0% |
| Phosphorus: | | 0.15 mg/L | |
| Fecal Coliform: | | 88 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: | 3.274 million gallons |
| Decanted: | 0.301 million gallons |
| Thickened: | 2.653 million gallons |
| To Digester: | 1.024 million gallons |
| Pressed: | 2.078 million gallons |

PERSONNEL ACTIVITIES

Staff participated in a ComEd SEM "Treasure Hunt" at the District on 5/23/22.

Respectfully submitted,

Tamara C. Mueller
District Manager



Date: June 14, 2022 **Project #:** 6515

To: Tamara Mueller, District Manager and Board of Trustees

Organization: Lake in the Hills Sanitary District

From: Robert C. Doeringsfeld, P.E., District Engineer

Regarding: June 2022 District Engineer's Report

Cc: Karen Thompson – District Clerk/Treasurer

1. Front Entrance Drive Reconstruction

- a. The Contractor, Maneval Construction Co., started paving the first course of asphalt on June 14, 2022.
- b. It was determined that the existing ADA parking stall, in front of the Administration Building did not meet current standards. After review of the existing elevations and what it would take to bring the parking stall up to current standards, it was decided that keeping the current location was not feasible.
- c. To meet current standards, the ADA parking stall has been moved to the east side of the Administration building and the sidewalk from the front entrance to the east pavement will be replaced to meet the cross-slope requirements for an accessible route.

2. Barium Discharge Limits

- a. Village of Huntley has resumed usage of Well No. 8. The Village presented the first week of data, which did not match previously received information. The current usage was double while the backwash quantity was ten percent.
- b. We are requesting a full month's well usage data and concentration of barium in the backwash and the finished water.

3. Village of Lake in the Hills

- a. Responding to a request for information regarding sewer information and mapping for the airport development.

4. Task Order No. 22-02 – Sludge Storage Building Modifications

- a. The District facilities require additional sludge storage volume.
- b. A project has been initiated for the modifications to the Sludge Storage Building including the removal of the sludge drying beds, new concrete floor (approx. 11,000 SF) and sidewall (approx. 450 LF), drain extension, stormwater pipe and inlets and new vacuum truck discharge bay.
- c. This task order covers the design of the sludge storage building modification, including submittal to IEPA for permit, Contract Document creation, and bidding assistance, review, and Recommendation of Award.
- d. Conrad DeLatour & Associates to review existing subsurface condition reports to provide structural design basis.