



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
February 16, 2023
7:00 p.m.**

REGULAR MEETING OF THE BOARD OF TRUSTEES

Roll Call

Pledge of Allegiance

Approval of Minutes

Public Comments

Consent Agenda

- A. Approval of Contractor's Application for Payment No. 1 in the amount of \$192,444.30 to Martam Construction for the Sludge Storage Building Modifications.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$115,030.97 of which \$37,262.92 is from the Governmental Funds, \$77,768.05 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

Manager's Report

2022 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 19, 2023**

Roll Call:

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

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.

Pledge of Allegiance

Approval of Minutes:

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski to approve the minutes of the Regular Board Meeting of December 15, 2022 as presented. On a roll call vote, Trustees Ruzanski & Irsay voted aye.

Public Comments:

None.

Consent Agenda:

- A. Approval of Task Order No. 23-01 in the amount of \$63,360.00 for the Sludge Storage Building Construction Engineering and Inspection.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the Consent Agenda as presented (Item A). On a roll call vote, Trustees Ruzanski and Irsay voted aye to approve the Consent Agenda as presented and approve Task Order No. 23-01.

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the December 2022 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the December 2022 Treasurer's reports as presented. On a roll call vote, Trustees Ruzanski and Irsay voted aye.

Approval of Bills:

District Treasurer presented a list of bills for approval. There were no questions or additional discussion.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
January 19, 2023**

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the List of Bills as presented. The total approved for payment is \$116,683.49 of which \$40,492.89 is from the Governmental Funds, \$76,190.60 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

The motion passed after a roll call vote; Trustee Ruzanski and Trustee Irsay voted aye to approve the list of bills as presented.

Manager's Report:

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

There were two residential call outs in December. In one of the call outs, there was a backup in the main. This backup was in an area that has all overhead sewers, so the fact that the resident's basement backed up isn't actually the District's fault. We advised the resident to look into his plumbing, as this is the third time he has had this happen. Trustee Ruzanski asked if it was an ejector pump issue. Assistant District Manager and District Engineer provided additional detail.

The plant has been operating well.

Construction started last week on the sludge storage building.

Mike Nelson was commended for the FVOA Operator of the Year award.

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski, to approve the December 2022 Manager's report as presented. On a roll call vote, 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 – The contractor has still not requested final payment at this time.
2. Barium Discharge Limits – To keep things more efficient, they are now concentrating on just the raw barium numbers that the Villages report to the IEPA each month. Engineer has requested both the 2022 raw water barium concentration and the total water volume from wells containing barium from the Villages of Huntley and Lake in the Hills. The preliminary approach is to establish a Local Limit of 2 mg/L, which matches the District's NPDES permit.
3. Task Order 22-02 Sludge Storage Building Modifications – Construction started January 9, 2023. The contractor has completed demolition of both the existing wall that was in the middle and the entire east side. Today they were working on putting in the storm sewer. There is a progress meeting scheduled for Monday. The stone that was underneath the old sludge beds is in good shape so there may be room in the contract to include new gutters. He will get a proposal for that.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
January 19, 2023**

4. McHenry County Division of Transportation (MCDOT) Randall Road Project –District Engineer provided some visual aids showing where this project is taking place and where the District’s sewers and manholes are currently located. The District does not believe it is in the best interest to move 4,000 feet of our sewer as was MCDOT’s thought. A progress meeting was held on January 17, 2023 to discuss this. We discussed possibly lining approximately 2,100 feet of sewer. The other item discussed was whether we should move a smaller portion of the sewer. It was a receptive and productive meeting. The District may want to consider some of the items that were discussed should we deem them appropriate and reasonable. Total financial impact for the District on these two items would be approximately \$700,000.00. It could be less if the MCDOT pays for some of it depending on the location of the sewer that is being moved. The MCDOT has asked that we have preliminary plans put together by April. District Engineer anticipates that he will have some recommendations for the Board to consider at the February 2023 meeting. He currently recommends that the District bid out the lining ourselves, but we include any bids for the sewer relocation in with the MCDOT’s bid so that they will be responsible for road closures.
5. Lake in the Hills Master Water/Sewer Plan – No updates.

Attorney’s Report:

None.

Unfinished Business:

None.

New Business:

Trustee Irsay expressed additional praise to Mike Nelson on his award as Operator of the Year.

Adjournment:

There being no further business to bring before the Board, Trustee Irsay 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 7:40pm.

Respectfully Submitted,


Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2023.

President Reed

February 10, 2023

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



Re: Sludge Storage Building Modifications
Martam Construction Inc. Pay Application No. 1

Dear Lake in the Hills Sanitary District Board of Trustees:

Martam Construction Inc.. has submitted the attached invoice for Pay Request #1, for the Lake in the Hills Sanitary District Sludge Storage Building Modification project. We have reviewed the work and invoice and recommend approval of the payment in the amount of **\$192,444.30**. We have received the lien waiver and certified payroll for Pay Application No. 1, and they are attached.

The recommended approved payment includes holding a retainage of \$21,382.70. Work items included in this invoice are Mobilization (100%), Demolition (90%), and Storm Sewer (50%).

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

Sincerely,

Applied Technologies, Inc.



Robert Doeringsfeld, P.E., District Engineer

Attachments

cc: Tamara Mueller, Lake in the Hills Sanitary District



Contractor's Application for Payment No. 1

Application Period	Jan-23	Application Date	2/10/2023
To (Owner)	Tamara Mueller	Via (Engineer)	Applied Technologies, Inc.
Project	Sludge Storage Building Modifications	Contract	
Owner's Contract No.		Contractor's Project No.	6534
		Contractor's Project No.	6534

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions	
TOTALS	\$0.00	\$0.00	
NET CHANGE BY CHANGE ORDERS	\$0.00		

1. ORIGINAL CONTRACT PRICE.....	\$ 8992,970.00
2. Net change by Change Orders.....	\$ 80.00
3. Current Contract Price (Line 1 + 2).....	\$ 8992,970.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$ 213,827.00
5. RETAINAGE:	
a. 10% X \$213,827.00 Work Completed.....	\$ 21,382.70
b. 0% X \$0.00 Stored Material.....	\$ 80.00
c. Total Retainage (Line 5a + Line 5b).....	\$ 21,382.70
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 192,444.30
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 0.00
8. AMOUNT DUE THIS APPLICATION.....	\$ 192,444.30
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 8c above).....	\$ 800,525.70

Contractor's Certification
 The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrance); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of \$ <u>\$192,444.30</u>	(Line 8 or other - attach explanation of the other amount)
is recommended by _____	(Engineer) <u>2/10/2023</u> (Date)
Payment of \$ <u>\$192,444.30</u>	(Line 8 or other - attach explanation of the other amount)
is approved by _____	(Owner) _____ (Date)
Approved by _____	Funding or Financing Entity (if applicable) _____ (Date)

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of January, 2023

		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	530,253.96	370,334.94	1,083,680.95	
First National Bank - Certificate Fund	Bond & Int	CLOSED	CLOSED	37,516.54	
First National Bank - Depreciation Account	Construction	2,835,394.48	2,841,611.41	2,740,847.71	
First National Bank - Surplus Funds	Construction	132,222.05	132,419.12	23,994.73	
First National Bank - Bond & Interest Fund	Bond & Int	994,195.50	1,005,900.73	836,953.89	
First National Bank - Sinking Funds	Bond & Int	1,352,855.02	1,369,633.72	1,244,940.58	
Algonquin Bank & Trust - Cash Mgr	O&M	1,664,541.63	1,680,645.08	1,873,882.90	
Algonquin Bank & Trust - Operating	O&M	72.00	72.00	1,468.00	
Credit Cards		(702.35)	(3,442.60)	(875.73)	
TOTAL BEGINNING CASH AND INVESTMENTS		7,508,832.29	7,397,174.40	7,842,409.57	
SEWERAGE FUNDS					
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts					
Sewer Bill Income/User Charges		66,788.81	754,347.82	2,670,727.30	3,600,000.00
Septage Income		22,427.40	43,362.84	307,703.52	350,000.00
Wastewater Discharge Income		5,159.57	5,856.10	45,378.86	65,000.00
Customer Refunds		(25.05)	(231.38)	(11,092.79)	-
Connection/Tap-On Fees		-	5,200.00	62,400.00	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		-	34,335.00	37,398.56	-
Interest Income		14,002.56	16,631.42	70,170.11	5,000.00
TOTAL REVENUES AND RECEIPTS		108,353.29	859,501.80	3,182,685.56	4,125,500.00
Expenditures					
PERSONNEL SERVICES					
District Personnel Salaries		71,113.30	50,110.97	484,572.18	700,000.00
ADMINISTRATIVE EXPENSES					
Telephone		214.19	214.27	1,844.25	3,000.00
Postage		4,851.67	148.00	16,569.41	20,000.00
Printing and Publications		-	-	-	2,000.00
Office Supplies		1,082.27	328.07	5,133.32	7,500.00
Billing and Collection Expenses		1,571.56	4,660.11	37,490.92	75,000.00
Professional Services		200.03	236.75	2,254.86	5,000.00
Training, Travel and Education		-	-	1,098.78	7,000.00
Computer Hardware, Software, and Support		778.88	4,727.45	15,154.66	25,000.00
Community Affairs		-	-	60.47	2,000.00
Medical and Life Insurance		21,279.39	21,493.95	189,384.97	275,000.00
		29,977.99	31,808.60	268,991.64	421,500.00
OPERATIONS AND MAINTENANCE					
Operating Supplies		4,002.79	3,095.94	28,985.83	60,000.00
Maintenance and Repair (Plant)		2,708.61	7,553.36	51,221.09	150,000.00
Maintenance and Repair (Collection Systems)		4,825.00	-	75,067.25	300,000.00
Utilities and Energy		12,481.35	17,078.80	154,939.66	400,000.00
Grounds Upkeep		300.00	-	14,445.92	30,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Gasoline/Oil	509.14	553.91	11,612.96	20,000.00
Computer and Support Services	-	-	-	2,000.00
Emergency Communications	1,137.90	843.16	8,259.65	40,000.00
Sludge Management	18,000.00	4,996.45	210,847.97	225,000.00
Professional Services	1,034.20	2,261.90	29,127.81	35,000.00
Residential Reimbursement	-	-	3,549.45	10,000.00
Compliance Requirements/Permits	-	-	20,000.00	30,000.00
GIS	-	-	-	10,000.00
	<u>44,998.99</u>	<u>36,383.52</u>	<u>608,057.59</u>	<u>1,312,000.00</u>
CAPITAL IMPROVEMENTS				
New Construction	-	-	256,231.47	1,500,000.00
Plant Equipment	-	50,480.00	246,138.19	500,000.00
Collection System	-	-	99,586.00	500,000.00
Vehicles	51,304.24	-	152,659.24	175,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	936.00	1,476.00	62,201.00	200,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>52,240.24</u>	<u>51,956.00</u>	<u>816,815.90</u>	<u>2,881,000.00</u>
BOND TRANSFERS				
2008 Debt Certificates, Principal	-	-	690,000.00	690,000.00
2008 Debt Certificates, Interest	-	-	4,555.47	5,000.00
Administration Fees - 2008 Debt Certs	-	-	500.00	2,000.00
	<u>-</u>	<u>-</u>	<u>695,055.47</u>	<u>697,000.00</u>
Series 2014 Bond, Principal	-	-	-	120,000.00
Series 2014 Bond, Interest	-	-	49,893.75	100,000.00
Administration Fees - 2014 Series Bond	-	-	850.00	2,000.00
	<u>-</u>	<u>-</u>	<u>50,743.75</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	<u>198,330.52</u>	<u>170,259.09</u>	<u>2,924,236.53</u>	<u>6,236,500.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(89,977.23)</u>	<u>689,242.71</u>	<u>258,449.03</u>	<u>(2,111,000.00)</u>

		BANK BALS AT END OF THE PRIOR MONTH	BANK BALS AT END OF THE CURRENT MONTH	BANK BALS AT THE END OF MAY
Ending Cash and Investments				
First National Bank - O & M Account	O&M	370,334.94	801,195.78	697,702.92
First National Bank - Certificate Fund	Bond & Int	CLOSED	CLOSED	708,083.29
First National Bank - Depreciation Account	Construction	2,841,611.41	2,852,591.24	2,749,254.33
First National Bank - Surplus Funds	Construction	132,419.12	132,644.05	5,175.26
First National Bank - Bond & Interest Fund	Bond & Int	1,005,900.73	1,012,891.13	902,982.83
First National Bank - Sinking Fund	Bond & Int	1,369,633.72	1,386,725.03	1,259,762.88
Algonquin Bank & Trust - Cash Mgr.	O&M	1,680,645.08	1,921,051.19	1,230,076.74
Algonquin Bank & Trust - Operating	O&M	72.00	1,043.00	397.00
Credit Cards	O&M	(3,442.60)	(748.70)	(2,222.08)
TOTAL ENDING CASH AND INVESTMENTS		<u>7,397,174.40</u>	<u>8,107,392.72</u>	<u>7,551,213.17</u>
SEWERAGE FUNDS				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of January, 2023

	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	\$ 1,509,551.09	\$ 1,440,913.53	\$ 1,217,089.48
Credit Cards	-	-	-
TOTAL BEGINNING CASH AND INVESTMENTS	1,509,551.09	1,440,913.53	1,217,089.48

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	-	-	354,543.59	355,000.00
Audit Fund	-	-	11,988.10	12,000.00
Chlorination Fund	-	-	17.20	10.00
Liability Insurance Fund	-	-	74,904.75	75,000.00
Social Security Fund	-	-	64,923.27	65,000.00
Revenue Recapture Fund	-	-	636.66	-
Retirement Fund	-	-	154,800.24	155,000.00
Replacement Taxes	412.67	910.32	4,925.12	-
Rebates, Refunds or Grants Received	-	-	2,413.00	
Interest Income	2,223.25	2,441.91	10,260.00	1,000.00
TOTAL REVENUES AND RECEIPTS	2,635.92	3,352.23	679,411.93	663,010.00

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	20,357.52	15,922.80	147,402.94	210,000.00
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CONTRACTUAL SERVICES

Professional Engineering	4,210.00	1,248.00	21,550.00	65,000.00
Legal Services	227.50	767.50	5,001.55	25,000.00
Other Professional Services	-	-	580.00	5,000.00
	4,437.50	2,015.50	27,131.55	95,000.00

ADMINISTRATIVE EXPENSES

Printing, Publications	-	70.44	2,453.84	4,500.00
Office Supplies, Equipment	-	-	45.00	2,500.00
Postage	-	-	-	1,000.00
Treasurer's Bond	-	-	3,000.00	4,000.00
Community Affairs	-	-	292.50	1,000.00
Memberships and Dues	-	300.00	370.00	4,000.00
	-	370.44	6,161.34	17,000.00

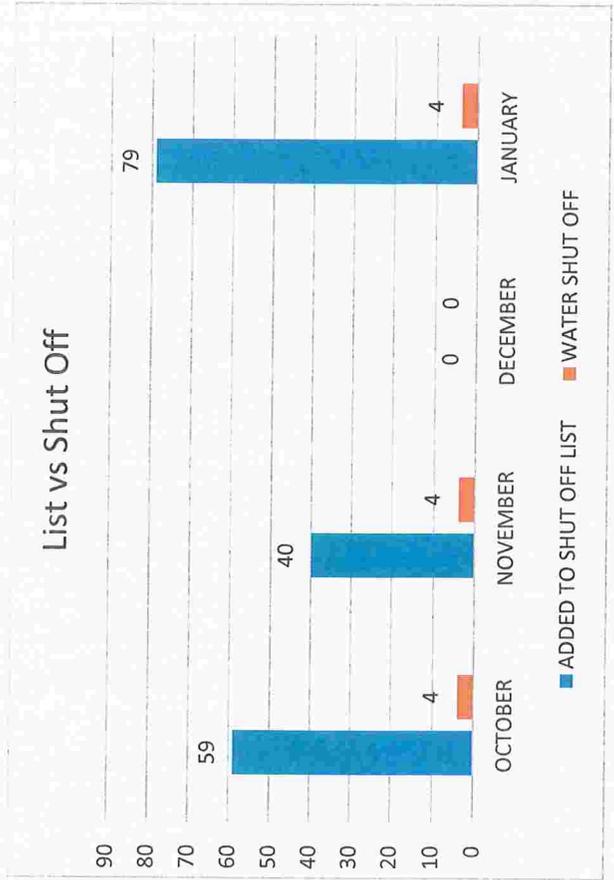
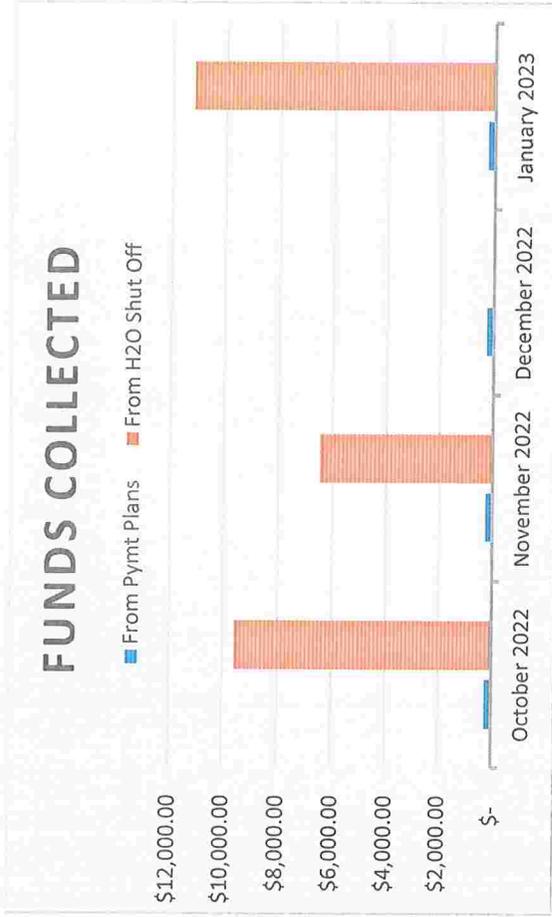
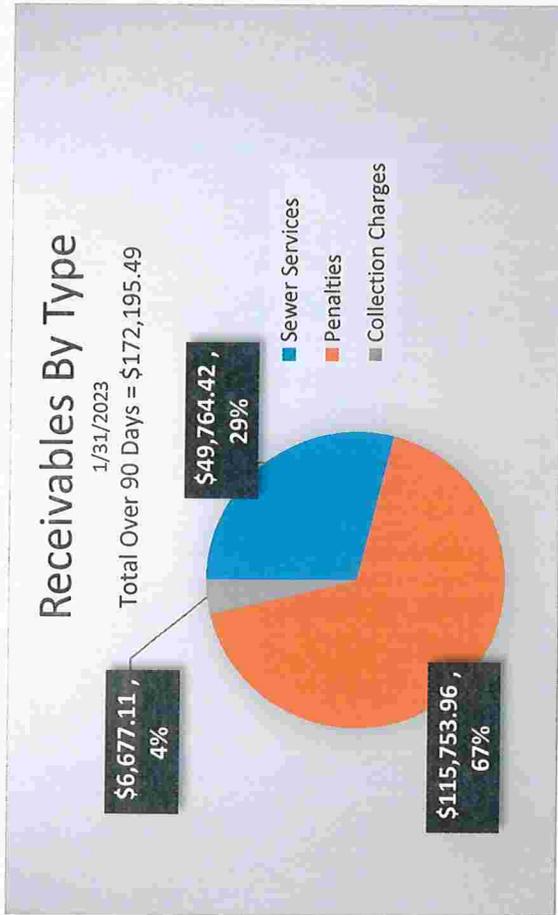
OPERATING EXPENSES

Building and Grounds Upkeep	-	-	4,353.99	15,000.00
Utilities	4,281.32	10,852.01	23,099.65	40,000.00
J.U.L.I.E.	-	-	-	3,000.00
Training and Education	-	-	200.00	3,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	-	-	1,562.54	7,000.00
	4,281.32	10,852.01	29,216.18	70,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	243.00	1,000.00
	-	-	243.00	1,000.00
TOTAL GENERAL FUND	29,076.34	29,160.75	210,155.01	393,000.00
CHLORINATION FUND	4,358.00	6,770.80	31,339.98	35,000.00
	4,358.00	6,770.80	31,339.98	35,000.00
AUDIT FUND	12,750.00	-	12,750.00	15,000.00
	12,750.00	-	12,750.00	15,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	4,471.00	-	12,921.00	30,000.00
Administrative Fee	134.00	-	388.00	1,000.00
Property	-	-	34,794.00	45,000.00
Vehicles	-	-	9,321.00	15,000.00
General Liability	-	-	50,168.00	74,000.00
	4,605.00	-	107,592.00	165,000.00
SOCIAL SECURITY FUND	6,997.52	5,051.62	48,346.12	70,000.00
IMRF FUND	13,486.62	9,680.07	92,715.78	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
TOTAL EXPENDITURES	71,273.48	50,663.24	502,898.89	833,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(68,637.56)	(47,311.01)	176,513.04	(169,990.00)
Ending Cash and Investments	BANK BAL AT END OF THE PRIOR MONTH	BANK BAL AT END OF THE CURRENT MONTH	BANK BALANCE AT THE END OF MAY	
First National Bank	\$ 1,440,913.53	\$ 1,393,602.52	\$ 1,232,842.78	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,440,913.53	1,393,602.52	1,232,842.78	

Accounts Receivable Analysis

January 2023



Monthly Shut Off Summary

Lake in the Hills

- 3 Shut Off – All Paid In Full Post Shut Off.

Huntley

- None.

Crystal Lake

- 1 Shut Off – Paid In Full Post Shut Off.

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
February 16, 2023 Meeting Date**

Name	Memo	Amount
Governmental Funds		
NONE		
TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING		\$ -
O & M Funds		
TAS United	Emergency Communications	\$ 195.00
Verizon Wireless	Emergency Communications	\$ 398.34
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 593.34

**LITH SANITARY DISTRICT
Recurring Bills
February 16, 2023 Meeting Date**

Name	Memo	Amount
Governmental Funds		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 5,051.62
Illinois Municipal Retirement Fund	Employer Portion of IMRF-January 2023	\$ 9,680.07
TOTAL GOVERNMENTAL RECURRING BILLS		\$ 14,731.69
O & M Funds		
Blue Cross Blue Shield	Medical Insurance Premiums (for January 2023)	\$ 20,097.08
First National Bank PayMaker/Bill.com	Pro Svcs - PayMaker/ Bill.com (for December 2022 payments)	\$ 66.81
Humana	Specialty Insurance Premiums (for January 2023)	\$ 1,396.87
TOTAL O & M RECURRING BILLS		\$ 21,560.76

Approved _____

President Reed

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
February 16, 2023 Meeting**

Name	Memo		
GOVERNMENTAL FUND BILLS			
Applied Technologies	Contractual Svs - Engineering	\$	4,866.00
Applied Technologies	Contractual Svs - Engineering -Correction for Rate Error For One Staff Member	\$	858.00
Fox Valley Operators Association	Membership & Dues - 2023	\$	100.00
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,748.60
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,723.60
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,749.10
Hawkins Inc	Chlorination - Alum Sulfate	\$	2,568.30
McHenry County Recorder	Computer Expenses - 2nd Quarter Laredo Software	\$	275.00
Notary Public Association of Illinois	Membership & Dues - D Murphy New Notary Application	\$	66.95
Vanguard Energy Services	Utilities- Nat Gas January 2023	\$	8,575.68
TOTAL GOVERNMENTAL FUND BILLS			\$ 22,531.23

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
February 16, 2023 Meeting**

Name	Memo		Amount
O & M BILLS			
Airgas USA	Operating Supplies	\$	148.37
Alarm Detection Systems Inc	Emergency Communications -March to May 2023	\$	93.96
Applied Technologies	Engineering - Sludge Storage Bldg CEI	\$	11,560.00
Cintas Corporation #355	Operating Supplies - Personnel, January 2023	\$	834.46
City of Crystal Lake	Collection Expenses - Water Shut Offs 1/11/23	\$	100.00
Constellation New Energy Inc	Utilities- Pyott	\$	272.55
Constellation New Energy Inc	Utilities- Plant	\$	15,819.80
Constellation New Energy Inc	Utilities- Concord	\$	757.51
Constellation New Energy Inc	Utilities- Decatur	\$	1,581.36
Constellation New Energy Inc	Utilities- Beach	\$	55.99
Constellation New Energy Inc	Utilities- Dam	\$	283.54
Constellation New Energy Inc	Utilities- Meadowbrook	\$	265.01
DiLar's Embroidery & Monograms	Operating Supplies - Personnel, Logo Items	\$	860.25
Element Materials Tech Daleville	Pro Svs - Lab	\$	894.41
Ferguson Ent (dba Pollardwater) #3326	Operating Supplies - Green Flags (1 cent credit)	\$	174.99
First Nation Bank of Omaha - Visa	Pro Svs Intuit Fees, M/R Plant, Computer Exp, Telephone, Operating Supplies	\$	748.70
First Security Systems, Inc.	Pro Svs- Annual Billing for Maintenance of Fire Alarm System	\$	2,038.00
Flood Brothers Disposal & Recycling Svs	Bldg & Grounds - February 2023 Trash Svs	\$	361.92
H.R. Stewart, Inc.	Maint/Repair - Plant, No Heat RAZ Bldg	\$	1,725.41
Hach Company	Operating Supplies - Lab	\$	943.30
Hawkins, Inc	Sludge Mgt - Aqua Hawk 1124	\$	5,864.50
Illini Power Products, Corp.	Pro Svs - 1/11/23 Svs	\$	789.48
Liberty Process Equipment Inc	Maint/Repair - Plant	\$	2,516.00
Liberty Process Equipment Inc	Maint/Repair - Plant	\$	116.00
Logsdon Office Supply	Office Supplies - Pens & Binder	\$	18.24

McHenry County Recorder	Collection Exp - January 2023	\$	5.50
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud	\$	445.00
Mid-South Imaging LLC	Collection Expenses	\$	363.35
Minuteman Press	Collection Exp - Green Door Hangers for Water Shut Offs	\$	296.34
Motion Industries	Maint/Repair - Plant, Raptor Element Ox Ditch	\$	593.94
NAPA Auto Parts	Maint/Repair - Plant Vehicles, Plow Truck Hydf fluid	\$	30.98
PetroChoice LLC	Gas/Fuel	\$	492.36
Standard Equipment Company	Maint/Repair - Plant Vehicles, Debris Hose	\$	374.90
Technology Masters Inc	Computer Expenses - Maintenance & Email Issues	\$	497.25
TEKLAB, INC	Pro Svs - Lab	\$	148.00
TEKLAB, INC	Pro Svs - Lab	\$	123.00
TEKLAB, INC	Pro Svs - Lab	\$	148.00
TEKLAB, INC	Pro Svs - Lab	\$	148.00
The UPS Store 2361	Postage	\$	12.78
Third Millennium	Collection Exp - Rendering of Past Due Notices	\$	650.54
USA BlueBook	Maint/Repair - Coll Sys, Remote Plug	\$	1,187.36
Village of Lake in the Hills	Collection Exp - Water Shut Offs 1/24/23	\$	210.00
Warehouse Direct	Pro Svs - Copies	\$	29.80
Water One, Inc.	Operating Supplies - Personnel, Drinking Water	\$	72.75
Wilkens-Anderson	Operating Supplies - Lab	\$	396.88
Wilkens-Anderson	Operating Supplies - Lab	\$	463.19
Ziegler's Ace Hardware	Operating Supplies - January 2023	\$	100.28

TOTAL O&M FUND BILLS

\$ 55,613.95

GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$115,030.97 OF WHICH \$37,262.92 IS FROM THE GOVERNMENTAL FUNDS, \$77,768.05 IS FROM THE OPERATIONS AND MAINTENANCE FUNDS, \$0.00 IS FROM THE CONSTRUCTION FUNDS, AND \$0.00 IS FROM THE BOND AND INTEREST FUNDS.

Approved _____

President Reed

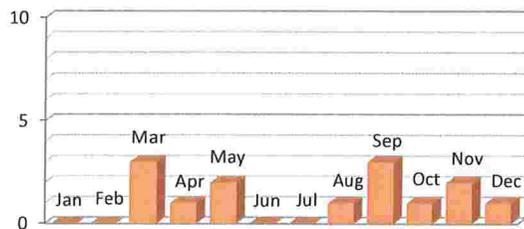
MANAGER'S 2022 ANNUAL REPORT

Customers

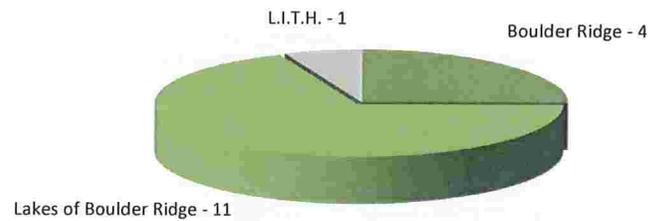
Total accounts:
 New Customers:
 Connections made:
 Permits issued:
 Total permits issued through 12/31/22:
 Residential: 10,119
 Commercial: 122
 Industrial: 1

TOTAL for 2022	TOTAL for 2021
11,757	11,747
10	10
16	11
14	14

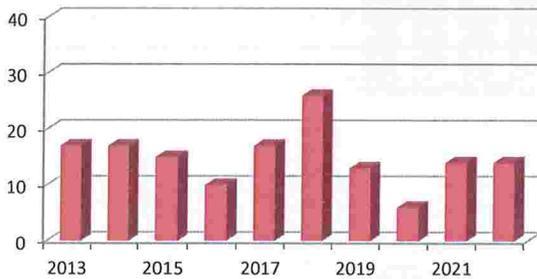
Permits Issued by Month



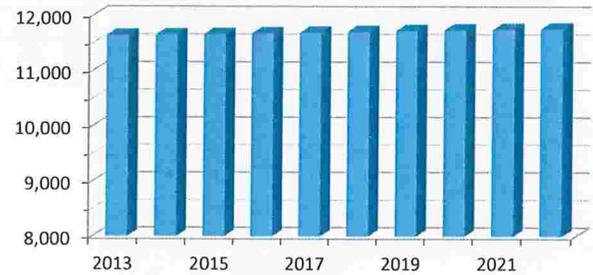
Connections by Development



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>
<i>Total</i>			<u>0</u>

COLLECTION SYSTEM EMERGENCY RESPONSES

District personnel responded to 19 residential after hours call-outs. Of those, 4 were related to District operations.

SANITARY SEWER OVERFLOWS (SSO)

Of the four related to District operations, one resulted in a residential basement back up. There was also one minor lift station SSO during a very high rain event and another due to a grease blockage.

COLLECTION SYSTEM ACTIVITIES

Contracts Awarded for Collection System:

None

Maintenance Activities for Collection System:

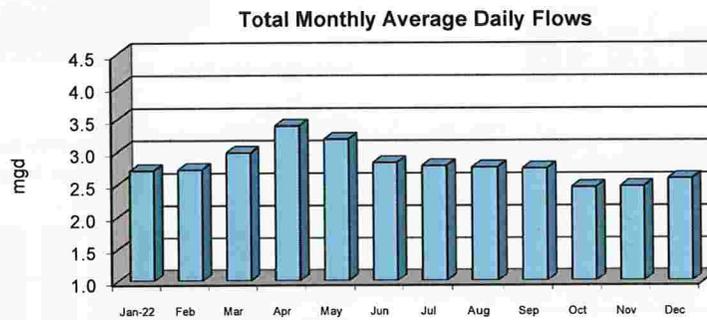
James televised 7 manholes and 20,760' of sewer pipe.
 John and Rene cleaned and root cut 12,950' of sewer pipe.
 Kresmery Construction rehabilitated 25 manholes for the District.

The following developments were accepted for ownership:

None

FLOWS

Total Effluent Flow for Year:	1.022 billion gallons (1.037 billion gallons - 2021)
Average Daily Flow:	2.800 mgd
Maximum Daily Flow:	5.184 mgd <i>May 26th</i>
Total Precipitation For Year:	45.7 inches
Precipitation Daily Maximum:	2.44 inches <i>Aug 28th</i>



TREATMENT PLANT OPERATIONS

BOD/CBOD	Influent	Effluent
Yearly Average:	201 mg/l	1.11 mg/l
Daily Maximum:	330 mg/l <i>Dec 19th</i>	4.45 mg/l <i>Mar 31st</i>
Maximum Loading:	10,683 lbs. <i>Jul 6th</i>	123 lbs. <i>Mar 31st</i>

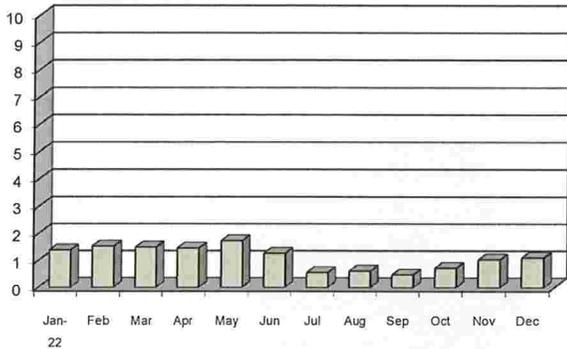
Total Suspended Solids		
Yearly Average:	439 mg/l	4.9 mg/l
Daily Maximum:	1,024 mg/l <i>May 9th</i>	14 mg/l <i>May 26th</i>
Maximum Loading:	27,576 lbs. <i>May 9th</i>	432 lbs. <i>May 26th</i>

Ammonia Nitrogen		
Yearly Average:	16.5 mg/l	0.22 mg/l
Daily Maximum:	38.9 mg/l <i>Oct 20th</i>	2.70 mg/l <i>Oct 10th</i>
Maximum Loading:	779 lbs. <i>Oct 20th</i>	62 lbs. <i>Jun 7th</i>

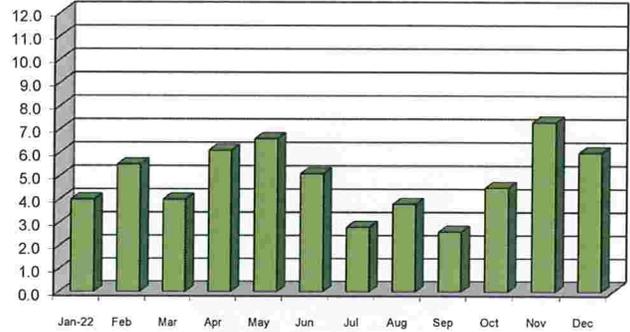
Phosphorus		
Yearly Average:	6.2	0.14 mg/l
Daily Maximum:	13.6 <i>Oct 3rd</i>	0.42 mg/l <i>Jun 20th</i>
Maximum Loading:	320 <i>Oct 3rd</i>	10 lbs. <i>Jun 20th</i>

Fecal Coliform	
Daily Maximum:	613 MPN <i>Oct 11th</i>

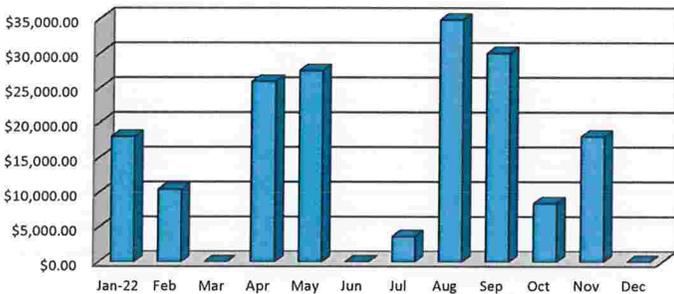
Effluent Monthly Average - CBOD



Effluent Monthly Average - Total Suspended Solids



Sludge Hauling Expense - Synagro



PLANT OPERATIONS SUMMARY:

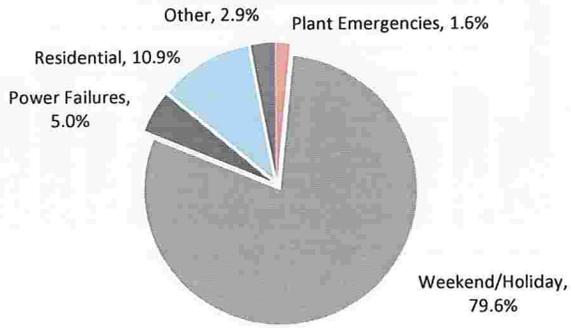
Annual Quantities:

- Wasted 29,896,000 gallons (2,491,333 gals. monthly average, decreased by 14,987,000 compared to 2021)
- Decanted 2,240,000 gallons (186,667 monthly average, decreased by 6,021,000 compared to 2021)
- Pressed 12,679,000 gallons of sludge (1,056,583 gals. monthly average, \$176,694 total expenditure compared to \$150,720 in 2021)
- Thickened by GBT 25,690,000 gallons (2,140,833 gals. monthly average, decreased by 9,076,000 compared to 2021)
- Sent to Digesters 12,127,000 gallons (1,010,583 gals. monthly average, increased by 1,662,000 compared to 2021)
- Sludge Generated: 977.47 dry tons (838.74 dry tons - 2021)
- Sludge Land Applied: 977.47 dry tons (838.74 dry tons - 2021)
- Municipal Water Treatment Discharge Received: 42,263,147 gallons (\$57,514.19 revenue, 2021 - \$47,925.86 revenue)
- Septage Received: 5,861,738 gallons (\$351,704.28 revenue, 2021 - \$366,195.96 revenue)
- Industrial Waste Received: 1,900,000 gallons (estimated)

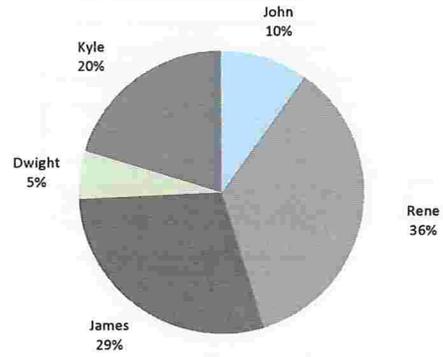
Contracts Awarded for Treatment Facility:

- Front Entrance Drive Reconstruction awarded to Maneval Construction in the amount of \$272,563.41.
- Sludge Storage Building Modifications awarded to Martam Construction in the amount of \$992,970.00.

Overtime Breakdown by Classification



Overtime Breakdown by Personnel



Respectfully submitted,

Tamara C. Mueller
District Manager

MANAGER'S REPORT

Month of January, 2023

<u>Customers</u>	CURRENT	12/MO TOTAL	Data for Jan 2022
Total accounts:	11,757		
New Customers:	1	11	0
Connections:	0	16	0
Permits Issued:	0	14	0
Permits Issued Past 13 Months:	14		
Total Permits Issued to Date:			
<i>Residential:</i>	10,120		
<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
1/19/2023	4 Hawthorne Road	bathroom/laundry room drains	no
1/30/2023	101 Oakleaf Road	toilets not flushing	no

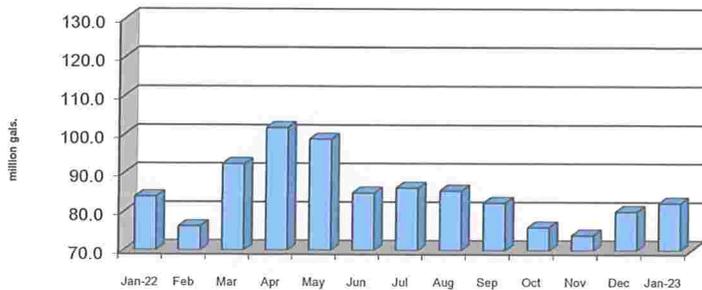
COLLECTION SYSTEM ACTIVITIES

Maintenance cleaned 200' of greasy line on Brisbane.

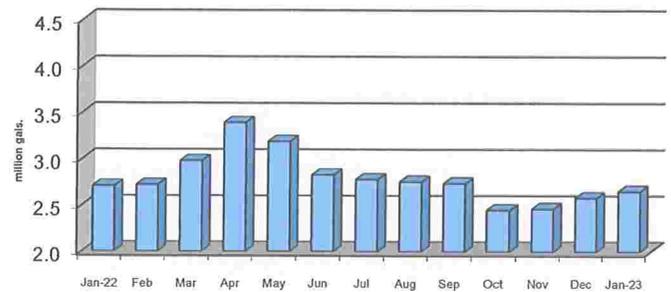
FLOWS

Total Effluent Flow for Month:	82.306	million gallons
Average Daily Flow:	2.655	mgd
Maximum Daily Flow:	3.121	mgd
Precipitation Total:	1.52	inches
Precipitation This Month Last Year:	0.10	inches
Septage Accepted:	424,701	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

January 2023

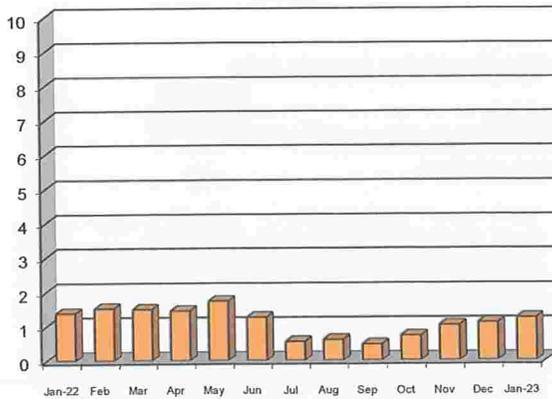
Page 2 of 2

TREATMENT PLANT OPERATIONS

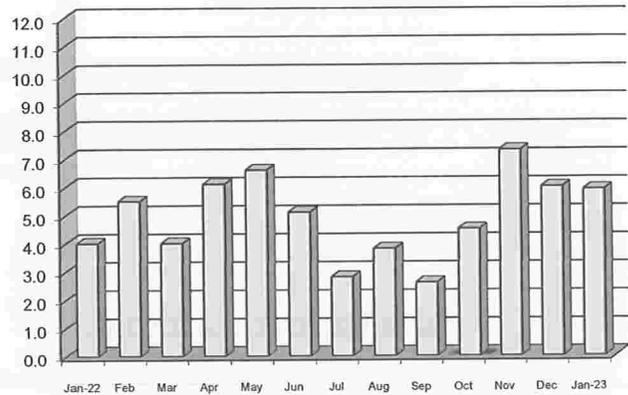
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	157 mg/L	1.2 mg/L	99.2%
Total Suspended Solids:	241 mg/L	5.9 mg/L	97.6%
Ammonia Nitrogen:	19.6 mg/L	0.1 mg/L	99.4%
Phosphorus:		0.16 mg/L	
Fecal Coliform:		82 MPN	

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:	1.968 million gallons
Decanted:	0.129 million gallons
Thickened:	1.781 million gallons
To Digester:	0.884 million gallons
Pressed:	0.693 million gallons

PERSONNEL ACTIVITIES

John, Mike, and Tamara attended the FVOA meeting on 1/12/23 (where Mike received 2022 Operator of the Year).

Respectfully submitted,

Tamara C. Mueller
District Manager



Date: February 10, 2023 **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: February 2023 District Engineer's Report

Cc: Karen Thompson – District Clerk/Treasurer

1. Front Entrance Drive Reconstruction

- a. The District Engineer “ran into” the Contractor at a University Career Fair and informed the Contractor of the remaining outstanding payment. The Contractor reached out and a Final Pay application is anticipated for the March Board Meeting.

2. Barium Discharge Limits

- a. No Update.

3. Task Order No. 23-01 – Sludge Storage Building Modifications – Construction Related Services

- a. The Contractor has mobilized to the site, completed 90% of the project demolition of the existing sludge drying beds and 50% of the storm sewer installation.
- b. Pay Application No. 1 was submitted for District Approval to this Board Meeting.
- c. The District utilized their existing sludge hauling contractor to haul sludge out the Week of February 6th.
- d. Construction completion scheduled for early June 2023

4. McHenry County Division of Transportation (MCDOT) – Randall Road Project

- a. The District is working with MCDOT to finalize impacts, cost, and schedule.
- b. A Project Status Meeting was held February 14, 2023 (meeting update will be given at the Board Meeting)
- c. MCDOT provided an example Intergovernmental Agreement (IGA) to the District. An initial review of the project and IGA are attached to this Engineering Report.

5. Lake in the Hills Master Water/Sewer Plan

- a. No update at this time.



Date: February 9, 2023 **Project #:** 6515

To: Tamara Mueller, District Manager
Mike Nelson, Assistant District Manager
Ann Williams, District Attorney
District Board of Trustees (Memo only attached to February Engineering Report)

Organization: Lake in the Hills Sanitary District

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

Regarding: McHenry County Intergovernmental Agreement for Randall Road

6. McHenry County Division of Transportation (MCDOT) – Randall Road Project

- a. Randall Road improvements are scheduled for 2024.
- b. Initial Impacts presented by McHenry County DOT in 2022:
 - i. Relocation of about 4,000 feet of District sewer.
 1. Clayton Marsh Road, Miller Road & Randall Road.
 - ii. Preliminary cost estimate to relocate Sewer - \$4,000,000.
 - c. Progress meeting to Update Project Impacts was held on January 17, 2023.
 - i. Based on email from District Manager, impacts to the District sewer were reevaluated and reduced.
 1. Approximately 500 feet of sewer relocation at the Randall Road/Miller Road intersection.
 - a. MCDOT proposed road improvements place the existing MH within the middle of the intersection.
 - b. It is recommended to relocated District sewers to provide better access for maintenance and operation.
 2. Approximately 2,400 feet of sewer lining, including possibly sewer relay, and spot repairs on Clayton Marsh Road.
 - a. Existing sewers have infiltration/inflow (I/I) at a significant number of joints, buildup of grit, point failures, and a MH that may not function as designed.
 - b. It is recommended to review existing CCTV and existing conditions and to coordinate with the Village of Lake in the Hills to preform sanitary sewer lining, sewer relay and spot repairs.

- d. The County has proposed that the District enter into an Intergovernmental Agreement (IGA) for the sanitary sewer improvements that would be included within the MCDOT project.
 - i. It is recommended that improvements located within the MCDOT right-of-way that are similar to the road work be included within the MCDOT project. This approach allows the District to utilize the MCDOT plans for traffic control, detours, and project scheduling to obtain favorable construction costs.
 - 1. This includes the approximately 500 feet of sewer relocation at the Randal Road/Miller Road intersection.
 - ii. It is recommended that improvements that do not fall under the typical scope of the roadwork to be completed by the District separately.
 - 1. This includes the 2,400 feet of sewer lining on Clayton Marsh Road.
- e. A similar IGA was provided by the County for District Review. This IGA is between the Village of Algonquin and MCDOT and is attached to this review.

7. IGA Review Comments by ATI

- a. The proposed IGA will require the District to provide approved plans, specifications, and cost estimates for sanitary sewer relocation work. The plans would need to be completed prior to entering into a final IGA because of the detail needed to determine line items and associated costs.
- b. The Sanitary sewer relocation work would be designed by the District and then included in the final County bid package and for the County Contractor to perform this work in the MCDOT contract.
- c. Line items and costs for all District work would need to be included as part of the MCDOT project and to be reimbursed by the District or prorated if applicable. Any prorated work would need to be agreed upon as part of IGA provisions.
- d. The work will require vacating existing District easements. The District's position may be that any sewer lines that are in the existing easement should be relocated at the expense of MCDOT. Therefore, those sections could potentially be prorated, paid for in part or whole by MCDOT.
- e. If the sewer relocation work requires new pipe in new easements, that work will most likely be at the complete expense of the District. Those costs would be outlined in the IGA and the payment of those expenses would also be outlined.
- f. We recommend that the District be allowed to inspect all sanitary sewer work to assure conformance with District standards.
- g. The District Attorney should review all documents and provide advice and recommendations with negotiations on the IGA to protect the District's legal interests.

h. These are initial comments by ATI and include only an initial overview of potential IGA provisions. As the IGA is being developed additional comments will certainly be warranted.