



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
November 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 employee recognition per the District Manager's recommendation.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$255,812.92 of which \$101,039.41 is from the Governmental Funds, \$153,923.51 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$850.00 is from the Bond and Interest Funds

Manager's Report

Operations Update

No Uncollectible Write-offs 05/01/23 to 10/31/23

Engineer's Report

Attorney's Report

Unfinished Business



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
November 16, 2023
7:00 p.m.
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New Business

Adjournment

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

Roll Call:

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

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 September 21, 2023 as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Public Comments:

None.

Consent Agenda:

- A. Approval of septage receiving rate increase to \$0.07 per gallon effective December 1, 2023.
- B. Approval of Contractor's Application for Payment No. 2 to National Power Rodding in the amount of \$30,568.50 for the Lake in the Hills Sanitary District 2023 Sanitary Sewer Lining.

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, President Reed and Trustees Ruzanski and Irsay voted aye to approve the Consent Agenda as presented (Items A and B).

Treasurer's Report:

District Treasurer presented final written copies of the September 2023 Treasurer's reports. She highlighted some the revenues and expenses on each of the reports.

Trustee Ruzanski noted that it looks like we are quite a bit under budget in receipt of connection/tap on fees for the year. District Engineer indicated that with the new police station we will be closer to the budget number. District Manager further added that she set the budget number at \$100,000.00 due to the Arden Rose project where we will collect a little over \$79,000.00 for the phase 2 tap on fees.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the September 2023 Treasurer's reports as presented. 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. She also provided the Trustees with a revised copy of the list of bills that were paid before the meeting as she inadvertently forgot to include a payment of \$5,217.69 in the recurring bills section. This was for a payment to the United States Postal Service made at the end of September when the quarterly bills were mailed. She has updated the copy of the report that President Reed will sign and will note the minutes so everything is documented.

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

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the List of Bills as presented. The total approved for payment is \$216,271.37 of which \$26,248.39 is from the Governmental Funds, \$142,529.23 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$47,493.75 is from the Bond and Interest Funds. These totals include the \$5,217.69 payment to the USPS for mailing of the quarterly bills as referenced on page 1 of these minutes.

The motion passed after a roll call vote; President Reed, 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 September 2023 Manager's report and verbally provided some additional detail.

She highlighted the following items:

- There were two emergency calls in September and neither were the District's issue.
- Staff has been busy in September attending various meetings and conferences.
- The Army Corp has advised us that the application for the seawall project needs to be amended since the scope changed from two walls to one continuous wall. Shoreline Armor is working on this. The Army Corp also requires that each property owner be listed as a co-applicant and they all sign the application.
- District Manager has received some insurance renewal quotes. BCBS is increasing the premiums for staff health insurance by 10.07% and our liability insurance is increasing by 15.5%. The liability insurance agent indicated that 11.2% of this increase is due to property values appreciating and the remaining 4.3% is an overall industry increase. If we increase the deductible on our liability insurance from \$5,000.00 to \$10,000.00 we would save around \$3,500.00 in premiums. Unfortunately, the liability insurance quote was received too late to make any changes. District Manager has expressed her displeasure to the agent on this. We have until November 30th to decide on the health insurance. She is still waiting for the quote from Humana on the dental, vision and life insurance.
- The fence has been repaired in the back area of the grounds.

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski, to approve the September 2023 Manager's report as presented. 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. McHenry County Division of Transportation (MCDOT) Randall Road Project – They have finished up their activities on this project. All future meetings were canceled by MCDOT until the project bids in January of 2024.

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

2. District Sanitary Sewer Lining – This project is almost complete. There are a few issues with the grout that are being worked on. We are still holding 10% in retention until the issues are fully corrected and we are satisfied with all of the work. The project was bid at \$328,000.00 and it looks like it will come in closer to \$308,000.00.
3. They have finished up the development review for the new Village of Lake in the Hills Police Department. The total property size is 5 SFE (single family equivalents) which would be a connection fee of over \$26,000.00. There are no new proposed easements for this.

Attorney’s Report:

None.

Unfinished Business:

None.

New Business:

None.

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 7:48pm.

Respectfully submitted,

KT

Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2023.

President Reed



LAKE IN THE HILLS SANITARY DISTRICT

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

Memo

To: President and Board of Trustees
From: Tamara Mueller, District Manager
Date: November 10, 2023
Re: Employee Recognition Recommendations

Since joining the ComEd SEM program in 2020, the District has reduced energy consumption by 46% (see attached). Though this is the District's last year in the program, staff are committed to maintaining the efficiency achieved. ComEd has also provided tools for monitoring energy consumption going forward. Therefore, I submit to you, for approval at the Regular Meeting of the Board of Trustees on November 16, 2023, the following schedule for this year's employee recognition, to be distributed with the December 15th paychecks.

<u>Employee</u>	<u>Amount</u>
Michael Nelson	\$1,700
John Caccamo	\$1,600
James Olvera	\$1,600
Jerilyn Stahlberg	\$1,600
Karen Thompson	\$1,600
Kyle Caccamo	\$1,600
Jennifer Olson	\$1,500
Rene Rodriguez	\$1,500
Kadie Gillie	\$1,500
Dierdre Murphy	\$1,500
Tamara Mueller	\$1,100
Steven Woolf	\$750 (employee since July 2023)

Thank you very much.

2020-02-06 2023-10-30



LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of October, 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	893,251.62	700,801.55	998,491.34	
First National Bank - Depreciation Account	Construction	2,926,120.88	2,939,440.00	2,878,369.45	
First National Bank - Surplus Funds	Construction	26,574.92	29,256.06	15,634.43	
First National Bank - Bond & Interest Fund	Bond & Int	1,190,654.46	1,201,028.67	1,042,580.25	
First National Bank - Sinking Funds	Bond & Int	1,383,894.22	1,386,794.71	1,318,650.46	
Algonquin Bank & Trust - Cash Mgr	O&M	1,630,668.17	1,298,675.21	1,722,498.80	
Algonquin Bank & Trust - Operating	O&M	94.00	0.00	603.00	
Credit Cards		(1,431.11)	(753.29)	(1,278.68)	
TOTAL BEGINNING CASH AND INVESTMENTS		8,049,827.16	7,555,242.91	7,975,549.05	
SEWERAGE FUNDS					
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts					
Sewer Bill Income/User Charges		43,513.42	796,356.96	1,855,476.02	3,600,000.00
Septage Income		15,720.00	70,528.92	264,203.04	350,000.00
Wastewater Discharge Income		-	8,104.28	43,370.30	65,000.00
Customer Refunds		(91.02)	(924.44)	(2,359.91)	-
Connection/Tap-On Fees		5,200.00	-	10,400.00	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		-	-	1,910.67	-
Interest Income		20,039.11	20,654.77	121,258.00	75,000.00
TOTAL REVENUES AND RECEIPTS		84,381.51	894,720.49	2,294,258.12	4,195,500.00
Expenditures					
PERSONNEL SERVICES					
District Personnel Salaries		60,022.77	56,372.72	335,895.39	730,000.00
ADMINISTRATIVE EXPENSES					
Telephone		261.16	261.16	1,416.22	3,000.00
Postage		5,319.69	-	12,071.29	27,500.00
Printing and Publications		-	-	701.68	2,000.00
Office Supplies		318.60	695.98	2,002.96	7,500.00
Billing and Collection Expenses		2,649.27	4,720.19	55,809.06	75,000.00
Professional Services		197.37	2,193.44	3,346.25	5,000.00
Training, Travel and Education		84.00	103.50	1,135.50	7,000.00
Computer Hardware, Software, and Support		816.41	924.96	9,151.88	25,000.00
Community Affairs		-	368.38	553.38	2,000.00
Medical and Life Insurance		21,493.95	22,621.11	130,090.86	275,000.00
		31,140.45	31,888.72	216,279.08	429,000.00
OPERATIONS AND MAINTENANCE					
Operating Supplies		3,656.00	5,936.31	23,112.26	60,000.00
Maintenance and Repair (Plant)		2,292.44	1,357.05	18,093.40	150,000.00
Maintenance and Repair (Collection Systems)		-	10,090.35	12,857.53	300,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Utilities and Energy	42,201.82	40,289.15	222,846.49	400,000.00
Grounds Upkeep	3,450.00	5,100.00	14,500.00	30,000.00
Gasoline/Oil	463.34	545.57	6,142.34	20,000.00
Computer and Support Services				2,000.00
Emergency Communications	971.58	953.64	7,914.24	15,000.00
Sludge Management	57,361.76	6,448.29	129,439.06	275,000.00
Professional Services	1,726.30	3,847.20	11,969.12	45,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	-	12,500.00	30,000.00
GIS	-	-	-	10,000.00
	<u>112,123.24</u>	<u>74,567.56</u>	<u>459,374.44</u>	<u>1,347,000.00</u>
CAPITAL IMPROVEMENTS				
New Construction	364,408.58	51,451.16	782,501.09	1,500,000.00
Plant Equipment	-	5,669.62	144,821.89	500,000.00
Collection System	-	-	41,321.91	600,000.00
Vehicles	-	-	-	75,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	11,666.00	7,374.00	74,416.00	200,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>376,074.58</u>	<u>64,494.78</u>	<u>1,043,060.89</u>	<u>2,881,000.00</u>
BOND TRANSFERS				
Series 2014 Bond, Principal	-	-	-	125,000.00
Series 2014 Bond, Interest	-	47,493.75	47,493.75	95,000.00
Administration Fees - 2014 Series Bond	-	-	-	2,000.00
	<u>-</u>	<u>47,493.75</u>	<u>47,493.75</u>	<u>222,000.00</u>
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	5.64	5.64	3,000.00
	<u>-</u>	<u>5.64</u>	<u>5.64</u>	<u>3,000.00</u>
TOTAL EXPENDITURES	<u>579,361.04</u>	<u>274,823.17</u>	<u>2,102,109.19</u>	<u>5,612,000.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(494,979.53)</u>	<u>619,897.32</u>	<u>192,148.93</u>	<u>(1,416,500.00)</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	700,801.55	1,169,133.63	835,083.30
First National Bank - Depreciation Account	Construction	2,939,440.00	2,946,398.39	2,892,445.12
First National Bank - Surplus Funds	Construction	29,256.06	28,780.27	23,671.12
First National Bank - Bond & Interest Fund	Bond & Int	1,201,028.67	1,159,264.44	1,109,549.25
First National Bank - Sinking Fund	Bond & Int	1,386,794.71	1,389,798.16	1,334,882.74
Algonquin Bank & Trust - Cash Mgr.	O&M	1,298,675.21	1,477,445.72	1,608,193.26
Algonquin Bank & Trust - Operating	O&M	0.00	590.00	0.00
Credit Cards	O&M	(753.29)	(2,849.16)	(1,570.16)
TOTAL ENDING CASH AND INVESTMENTS		<u>7,555,242.91</u>	<u>8,168,561.45</u>	<u>7,802,254.63</u>
SEWERAGE FUNDS				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of October, 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	\$ 1,438,126.82	\$ 1,714,905.47	\$ 1,224,840.52
Credit Cards	-	-	(676.43)
TOTAL BEGINNING CASH AND INVESTMENTS	1,438,126.82	1,714,905.47	1,224,164.09

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	164,399.67	2,175.72	363,610.99	370,000.00
Audit Fund	5,334.99	70.60	11,799.67	12,000.00
Chlorination Fund	3,112.26	41.20	6,883.54	7,000.00
Liability Insurance Fund	33,323.69	441.02	73,703.67	75,000.00
Social Security Fund	28,881.88	382.22	63,879.50	65,000.00
Revenue Recapture Fund	394.69	5.22	872.96	-
Retirement Fund	68,870.42	911.46	152,324.16	155,000.00
Replacement Taxes	-	778.92	3,032.56	-
Rebates, Refunds or Grants Received	-	-	2,402.00	-
Interest Income	3,333.16	3,682.05	18,631.47	1,000.00
TOTAL REVENUES AND RECEIPTS	307,650.76	8,488.41	697,140.52	685,000.00

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	16,186.92	16,310.75	98,925.89	220,000.00
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CONTRACTUAL SERVICES

Professional Engineering	3,638.00	2,380.00	16,836.00	65,000.00
Legal Services	455.00	-	3,372.56	25,000.00
Other Professional Services	-	-	1,950.00	5,000.00
	4,093.00	2,380.00	22,158.56	95,000.00

ADMINISTRATIVE EXPENSES

Printing, Publications	-	297.40	1,150.84	4,500.00
Office Supplies, Equipment	-	191.97	323.87	2,500.00
Postage	-	-	-	1,000.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	-	-	-	4,000.00
	-	489.37	1,474.71	17,000.00

OPERATING EXPENSES

Building and Grounds Upkeep	-	-	2,589.50	15,000.00
Utilities	392.63	429.73	7,559.56	55,000.00
J.U.L.I.E.	-	-	-	3,000.00
Training and Education	25.00	-	481.00	3,000.00
Travel Expenses	-	-	-	2,000.00
Computer Hardware, Software & Support	-	793.54	793.54	7,000.00
	417.63	1,223.27	11,423.60	85,000.00

	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
TOTAL GENERAL FUND	20,697.55	20,553.39	134,132.76	418,000.00
CHLORINATION FUND	4,344.50	3,471.20	19,203.10	50,000.00
	4,344.50	3,471.20	19,203.10	50,000.00
AUDIT FUND	-	13,250.00	13,250.00	15,000.00
	-	13,250.00	13,250.00	15,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	-	-	8,940.00	25,000.00
Administrative Fee	-	-	268.00	1,000.00
Property	-	-	-	45,000.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	74,000.00
	-	-	9,208.00	160,000.00
SOCIAL SECURITY FUND	5,830.06	5,560.28	33,263.85	75,000.00
IMRF FUND	-	19,068.23	50,756.12	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
TOTAL EXPENDITURES	30,872.11	61,903.10	259,813.83	873,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	276,778.65	(53,414.69)	437,326.69	(188,000.00)
Ending Cash and Investments				
First National Bank	\$ 1,714,905.47	\$ 1,662,036.29	\$ 1,217,106.10	
Credit Cards	-	(545.51)	-	
TOTAL ENDING CASH AND INVESTMENTS	1,714,905.47	1,661,490.78	1,217,106.10	

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

Name	Memo	Amount
Governmental Funds		
TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING		\$ -
O & M Funds		
Illinois State Treasurer's Office	Contingent & Misc Exp - Unclaimed Property	\$ 5.64
TAS United	Emergency Communications	\$ 110.00
Verizon Wireless	Emergency Communications	\$ 399.00
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 514.64

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

Name	Memo	Amount
Governmental Funds		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 5,560.28
Illinois Municipal Retirement Fund	Employer Portion of IMRF- September 2023	\$ 9,764.55
Illinois Municipal Retirement Fund	Employer Portion of IMRF- October 2023	\$ 9,303.68
TOTAL GOVERNMENTAL RECURRING BILLS		\$ 24,628.51
O & M Funds		
Blue Cross Blue Shield	Medical Insurance Premiums (for October 2023)	\$ 21,151.94
First National Bank PayMaker/Bill.com	Pro Svs - PayMaker/ Bill.com	\$ 75.82
Humana	Specialty Insurance Premiums (for October 2023)	\$ 1,469.17
TOTAL O & M RECURRING BILLS		\$ 22,696.93

Approved _____

President Reed

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

Name	Memo		
GOVERNMENTAL FUND BILLS			
Applied Technologies	Contractual Svs - Engineering	\$	2,312.00
Costco Wholesale	Membership & Dues - December 2023 Renewal Date	\$	60.00
First National Bank of Omaha - CC	Office Supplies & Equip, Computer Expenses	\$	545.51
Frisbie-Lohmeyer Insurance	Admin Exp - Treasurer Bond 12/12/23-12/12/24	\$	3,000.00
Frisbie-Lohmeyer Insurance	2023 Insurance Renewal - G/L, Property & Vehicles	\$	64,440.00
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,748.10
Hawkins Inc	Chlorination - Alum Sulfate	\$	903.80
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,748.60
Second Chance Cardiac Solutions Inc	Office Supplies & Equip - AED Pads	\$	131.90
Shaw Suburban Media Group	Printing & Publications - 10/11/23 Audit Availability	\$	63.74
Storino Ramello & Durkin	Contractual Svs - Legal, September 2023	\$	481.25
Turf Care Enterprises	Buildings & Grounds Upkeep - Step 6 Over Winter Fertilizing	\$	976.00
			76,410.90
TOTAL GOVERNMENTAL FUND BILLS		\$	76,410.90

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

Name	Memo		Amount
O & M BILLS			
Alarm Detection Systems Inc	Emergency Communications - December 2023 through February 2024	\$	98.19
Applied Technologies	Cap Imprvmnts - Engineering Exp, 23-05 Sewer Lining CEI	\$	836.00
Cintas Corporation #355	Operating Supplies - Personnel, October 2023	\$	707.82
Consolidated Electrical Distributors, Inc	Maint/Repair - Plant, 17W Lamp for Filter Bldg	\$	246.25
Dynegy Energy Services	Utilities - October 2023	\$	35,173.21
Element Materials Tech Daleville LLC	Pro Svs - Lab	\$	889.91
Englewood Electric Supply Co	Maint/Repair - Plant, Power Supply GBT Press	\$	381.63
Ferguson Enterprises #1550	Maint/Repair - Plant, Toilet	\$	422.81
First Mobile Trust	Collection Exp - October 2023	\$	7,366.98
First National Bank of Omaha - CC	Maint/Repair Plant, Pro Svs, Op Supplies, Computer Exp, Office Supplies, Telephone, Comm Affairs	\$	2,820.22
Flood Brothers Disposal & Recycling Svs	Bldgs & Grounds - November 2023 Trash & Recycling	\$	369.16
Fox Valley Fire & Safety	Pro Svs - Fire Extinguisher Service	\$	195.10
Fox Valley Fire & Safety	Pro Svs - Hydro Test & Recharge	\$	68.30
Grainger, Inc.	Op Supplies - Safety, Insulated Fire Boots	\$	296.72
Harrell & Son's Lawn Maintenance	Grounds Upkeep - October 2023 Mowing	\$	1,400.00
Hawkins, Inc	Sludge Mgt - Aqua Hawk 1124	\$	6,389.79
Interstate All Battery Center	Maint/Repair - Coll Sys, UPS Battery Beach Lift Station	\$	31.75
James Olvera - Reimbursement	Op Supplies - Personnel, 2023 Clothing Allowance	\$	147.88
Liberty Process Equipment	Maint/Repair - Plant, Seal for Moyno Pump	\$	4,566.21
Logsdon Office Supply	Office Supplies	\$	207.58
Logsdon Office Supply	Office Supplies	\$	423.94
McHenry County Recorder	Collection Exp - October 2023	\$	59.00
Menards	Maint/Repair - Plant, Sand Bags Digester 2	\$	9.80
Menards	Operating Supplies - U Post	\$	23.94
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud	\$	445.00

Metropolitan Industries, Inc.	Cap Imprvmnts - Coll System, Spare Pump Dam Lift Station	\$	29,896.00
Mid-South Imaging LLC	Collection Expenses	\$	370.85
PetroChoice LLC	Gas/Fuel	\$	709.72
Rene Rodriguez - Reimbursement	Op Supplies - Personnel, 2023 Clothing Allowance	\$	200.00
Synagro WWT	Sludge Mgt - October 2023	\$	33,600.00
Technology Masters Inc	Computer Expenses - 10/23/23 Email Scam Issues (virus scans)	\$	99.00
Technology Masters Inc	Computer Expenses - 10/30/23 Maintenance	\$	467.00
TEKLAB, INC	Pro Svs - Lab	\$	148.00
TEKLAB, INC	Pro Svs - Lab	\$	295.20
TEKLAB, INC	Pro Svs - Lab	\$	148.00
TEKLAB, INC	Pro Svs - Lab	\$	148.00
The Home Depot	Op Supplies - Small Tools	\$	28.94
Third Millennium Associates	Collection Exp - Rendering of Past Due Notices	\$	654.47
Warehouse Direct	Pro Svs - Copies	\$	30.42
Water One, Inc.	Operating Supplies - Personnel	\$	90.75
Ziegler's Ace Hardware	Operating Supplies - October 2023	\$	248.40

TOTAL O&M FUND BILLS

\$ 130,711.94

BOND & INTEREST FUND BILLS

Ehlers & Associates	Admin Fees 2014 Bond - Continuing Disclosure Reporting	\$	850.00
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TOTAL B&I FUND BILLS

\$ 850.00

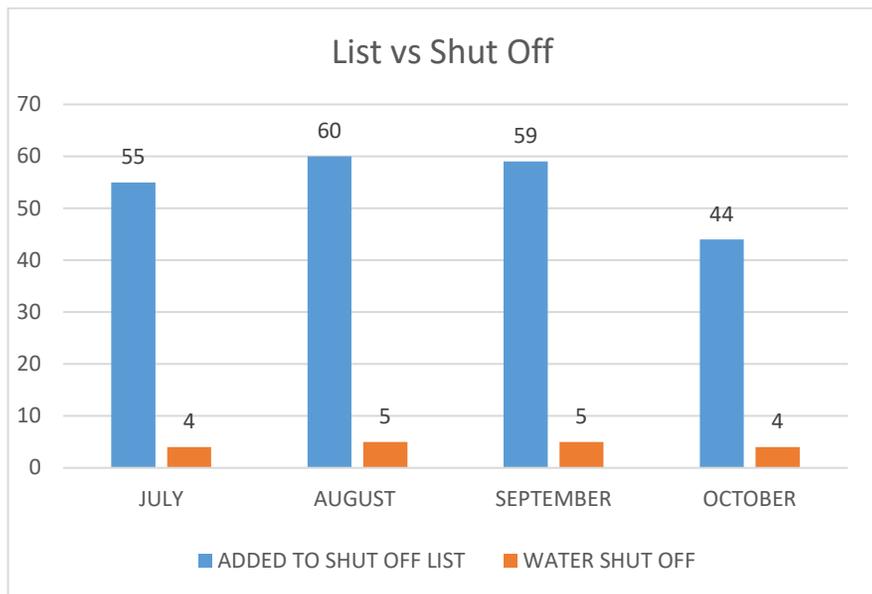
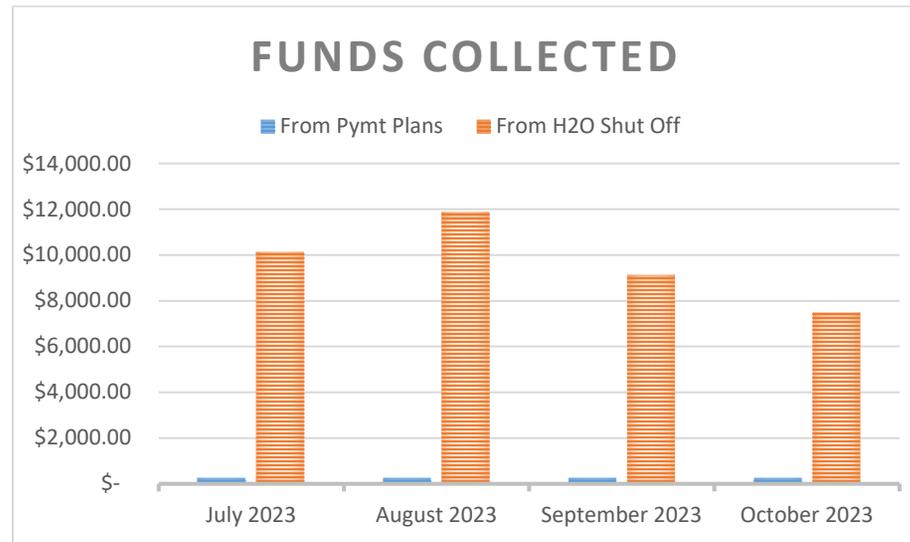
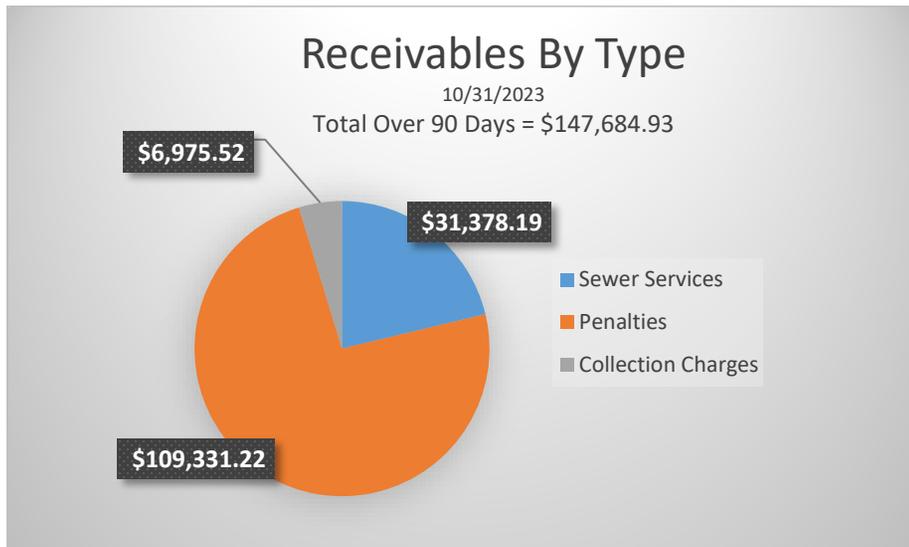
GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$255,812.92 OF WHICH \$101,039.41 IS FROM THE GOVERNMENTAL FUNDS, \$153,923.51 IS FROM THE OPERATIONS AND MAINTENANCE FUNDS, \$0.00 IS FROM THE CONSTRUCTION FUNDS, AND \$850.00 IS FROM THE BOND AND INTEREST FUNDS.

Approved _____

President Reed

Accounts Receivable Analysis

October 2023



Monthly Shut Off Summary

Lake in the Hills

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

Huntley

- None.

Crystal Lake

- None.

MANAGER'S REPORT

Month of October, 2023

Customers	CURRENT	12/MO TOTAL	Data for Oct 2022
Total accounts:	11,769		
New Customers:	3	13	1
Connections:	1	7	2
Permits Issued:	0	5	1
Permits Issued Past 13 Months:	6		
Total Permits Issued to Date:			
<i>Residential:</i>	10,122		
<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
None!			

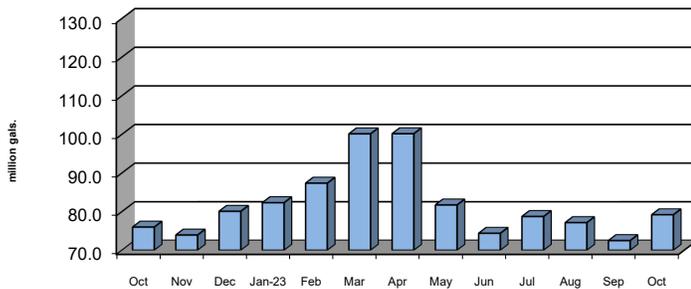
COLLECTION SYSTEM ACTIVITIES

James televised 2,559' of the remaining recently grouted lines and checked on some known problem areas. Maintenance cleaned/root cut 2,600' of sewer main.

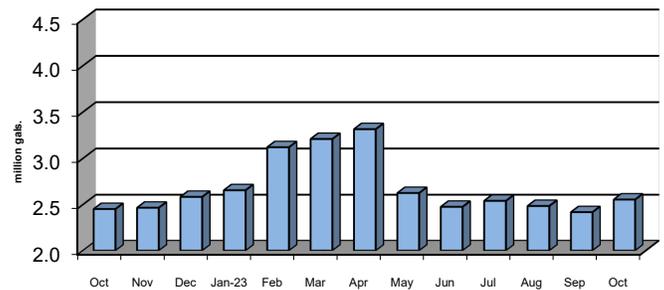
FLOW

Total Effluent Flow for Month:	79.194	million gallons
Average Daily Flow:	2.554	mgd
Maximum Daily Flow:	4.425	mgd
Precipitation Total:	3.05	inches
Precipitation This Month Last Year:	1.73	inches
Septage Accepted:	806,807	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

October 2023

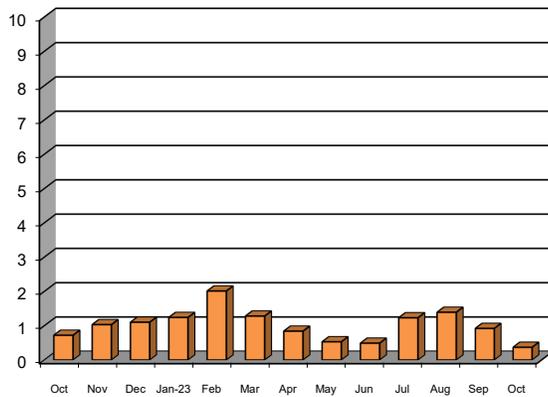
Page 2 of 2

TREATMENT PLANT OPERATIONS

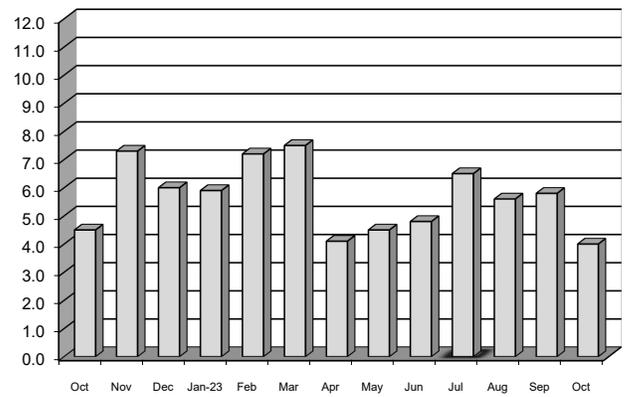
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	246 mg/L	0.4 mg/L	99.8%
Total Suspended Solids:	493 mg/L	4.0 mg/L	99.2%
Ammonia Nitrogen:	17.6 mg/L	0.03 mg/L	99.8%
Phosphorus:		0.11 mg/L	
Fecal Coliform:		488 MPN	

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:	2.803 million gallons
Decanted:	0.510 million gallons
Thickened:	2.124 million gallons
To Digester:	0.989 million gallons
Pressed:	1.039 million gallons

PERSONNEL ACTIVITIES

Some staff attended WEFTEC in Chicago on 10/3/23.
 Tamara presented to new energy participants regarding District's success on 10/18/23.
 Staff attended fire extinguisher training on 10/31/23.

Respectfully submitted,

Tamara C. Mueller
 District Manager



Date: November 14, 2023 **Project #:** 6564
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: November 2023 District Engineer's Report
Cc: Karen Thompson – District Clerk/Treasurer

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

- a. No Update

2. Task Order No. 23-05 Sanitary Sewer Lining Construction Engineering and Inspection

- a. The Contractor was back on site to correct several issues with the lateral grouting. That work is now complete.
- b. Lien Waivers for Pay Application No. 2 were received and the check went out this week.
- c. The Final Pay Application has not been submitted but is anticipated to be under the Awarded value of \$328,000.00.

3. ComEd Energy Efficiency Program

- a. The District Manager has been working with ComEd on energy efficiency projects. We have received a “Service Provider Application” and are filling that out in an effort to be able to get direct ComEd grant money to provide studies related to the District’s Biosolids Handling systems and the UV disinfection system.
- b. The program will fund \$0.04 per kW-hr for studies and provide \$0.18 per kW-hr to the District for realized energy savings.