



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
October 19, 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 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.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$211,053.68 of which \$26,248.39 is from the Governmental Funds, \$137,311.54 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.

Manager's Report

Operations Update

Engineer's Report

Attorney's Report



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
October 19, 2023
7:00 p.m.
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Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 21, 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 Assistant District Manager Mike Nelson, District Engineer Bob Doeringsfeld of Applied Technologies, Attorney Melissa Wolf of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson. District Manager, Tamara Mueller, was absent.

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 August 17, 2023 as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Public Comments:

A resident from the property located at 236 Indian Trail was in attendance to get some information about the seawall project. Her property is located between the two properties where the original design for the two seawalls was previously presented. President Reed advised that this item is on tonight's agenda and that the resident is more than welcome to ask questions during that discussion.

Presentation of Annual Financial Report by GW & Associates:

Joe Troyer introduced himself. He further added that the 2022-2023 fiscal year was a fairly typical year for the District. The AFR represents a clean opinion and there were no material misstatements that were found. He further provided some detail about their audit process and added that he is available to answer any questions. President Reed had a question about some of the capital improvements. Mr. Troyer provided an explanation.

Consent Agenda:

- A. Approval of Ordinance No. 421 - An Ordinance Abating the Taxes Levied for the Year 2023 to Pay General Obligation Bonds, Series 2014.
- B. Approval of Ordinance No. 422 – An Ordinance Abating a Portion of the Taxes Levied for the Lake in the Hills Sanitary District for Fiscal Year 2023-2024.
- C. Approval of Contractor's Application for Payment No. 6 – FINAL to Martam Construction in the amount of \$100,307.15 for the Sludge Storage Building Modification.
- D. Approval of Contractor's Application for Payment No. 1 to National Power Rodding in the amount of \$247,246.43 for the Lake in the Hills Sanitary District 2023 Sanitary Sewer Lining.

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

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 21, 2023**

Specific Agenda:

- A. Approval of the Lake in the Hills Sanitary District Annual Financial Report for the Year Ended April 30, 2023, as presented by GW & Associates.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay to approve Specific Agenda Item A as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve the Annual Financial Report for the Year Ended April 30, 2023 as presented by GW & Associates.

- B. Approval of the Annual Treasurer's Report for Fiscal Year 2022-2023.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay to approve Specific Agenda Item B as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve the Annual Treasurer's Report for Fiscal Year 2022-2023.

- C. Approval to Amend the Contract with Shoreline Armor from Two Seawalls to One Continuous Seawall for a Total Cost of \$135,400.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay to approve Specific Agenda Item C as presented.

The resident from Indian Trail asked for more specific details about the project. Assistant District Manager provided some additional information. District Engineer also provided some details about the materials and specifications.

On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to amend the contract with Shoreline Armor from two seawalls to one continuous seawall for a total cost of \$135,400.

Treasurer's Report:

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

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the August 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 further added that there are several invoices from RES Great Lakes on the list of bills. Some of these invoices date back to summer of last year. Apparently, RES had a typo in the email address they were using to send us the invoices, therefore, these were never received. Tamara did some due diligence by going back through emails to confirm that the work we are being billed for was actually done. Additionally, RES Great Lakes has had a lot of staff turnover which could've contributed to the delay in letting us know of these past due invoices.

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 \$190,087.20 of which \$23,874.15 is from the Governmental Funds, \$166,213.05 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 21, 2023**

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:

In the District Manager's absence, the monthly report was presented by the Assistant District Manager, Mike Nelson.

He highlighted the following items:

- There were no emergency calls in August.
- He and Tamara attended a SEM workshop on 8/1/23 and Tamara and Bob attended a virtual Randall Road Project meeting on 8/8/23.
- We are still waiting on the valve to get the septic receiving station fully functional.
- The fence project has been delayed due to weather. An additional issue we have had is that the fence company is telling us that all the stumps have to be removed before the fence can be removed, however, the stump removal company is telling us that the fence needs to be removed before the stumps can be removed. This is being sorted out.
- Staff is looking at switching digesters #3 & #4 from coarse diffusers to fine diffusers. This is to get the air circulating better on the surface. ComEd may be able to offer a grant for us to make this change. The engineers from ComEd will take a look to see if it is feasible and grant worthy.

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski, to approve the August 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. Task Order 23-01 Sludge Storage Building Modifications – The final pay application was approved on tonight's Consent Agenda. The project was bid at \$992,970.00 and it was finished at \$994,393.00.
2. McHenry County Division of Transportation (MCDOT) Randall Road Project – The District Engineer has provided them with all of the final plans and specifications. The project will bid in January 2024 so additional updates will be forthcoming over the next several months.
3. District Sanitary Sewer Lining – National Power Rodding completed all of the lining in two weeks. This was done very efficiently. They have been out working on the grouting this week. Pay app #1 was approved tonight. The contractor has provided before and after videos. James reviewed the videos and provided a copy for the District Engineer to review.

Attorney's Report:

None.

Unfinished Business:

None.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 21, 2023**

New Business:

None.

Adjournment:

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

The meeting was adjourned at 7:54pm.

Respectfully submitted,

KT

Karen Thompson,
District Clerk

APPROVED this _____ day of _____, 2023.

President Reed



Contractor's Application for Payment No. 2

Application Period: Oct-23	Application Date: 10/17/2023
To (Owner): Tamara Mueller	From (Contractor): National Power Rodding Corp.
Project: 2023 Sanitary Sewer Lining	Via (Engineer): Applied Technologies, Inc.
Owner's Contract No.:	Contractor's Project No.:
	Engineer's Project No.: 6571

**Application For Payment
Change Order Summary**

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	
Number	Additions	Deductions		\$ 328,000.00
			2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 + 2).....	\$ 328,000.00
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates).....	\$ 308,683.25
			5. RETAINAGE:	
			a. 10% X \$308,683.25 Work Completed.....	\$ 30,868.33
			b. X Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 30,868.33
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 277,814.93
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 247,246.43
			8. AMOUNT DUE THIS APPLICATION.....	\$ 30,568.50
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above).....	\$ 50,185.08
TOTALS				
NET CHANGE BY				
CHANGE ORDERS				

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 encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By 

Date: October 17, 2023

William T. Kreidler, President

Payment of: \$ 30,568.50
 (Line 8 or other - attach explanation of the other amount)

is recommended by:  10/17/2023
 (Engineer) (Date)

Payment of: \$ 30,568.50
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): 2023 Sanitary Sewer Lining						Application Number: 1					
Application Period: Oct-23						Application Date: 10/17/2023					
A					B	C	D	E	F		
Item		Contract Information			Total Value of Item (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price							
1	Remove and Seal Protruding Tap	10	Ea	\$ 600.00	\$ 6,000.00	6.00	\$ 3,600.00		\$ 3,600.00	60%	\$2,400.00
2	Sealing of Active Leaks	10	Ea	\$ 500.00	\$ 5,000.00	5.00	\$ 2,500.00		\$ 2,500.00	50%	\$2,500.00
3	8-Inch Sanitary Sewer Lining	5,700	Ln Ft	\$ 39.25	\$ 223,725.00	5,829.00	\$ 228,788.25		\$ 228,788.25	102%	-\$5,063.25
4	Reinstate Sewer Lateral	117	Ea	\$ 225.00	\$ 26,325.00	122.00	\$ 27,450.00		\$ 27,450.00	104%	-\$1,125.00
5	Lateral Connection Test and Seal	117	Ea	\$ 350.00	\$ 40,950.00	113.00	\$ 39,550.00		\$ 39,550.00	97%	\$1,400.00
6	Chemical Grout Material	200	Gal	\$ 15.00	\$ 3,000.00	213.00	\$ 3,195.00		\$ 3,195.00	107%	-\$195.00
7	Heavy Cleaning	20	Hrs	\$ 400.00	\$ 8,000.00	9.00	\$ 3,600.00		\$ 3,600.00	45%	\$4,400.00
8	Point Repair Allowance	1	Allowance	\$ 15,000.00	\$ 15,000.00	-	\$ -		\$ -		\$15,000.00
Totals					\$328,000.00		\$308,683.25		\$308,683.25	94.1%	\$19,316.75

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of September, 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	700,801.55	893,251.62	998,491.34	
First National Bank - Depreciation Account	Construction	2,939,440.00	2,926,120.88	2,878,369.45	
First National Bank - Surplus Funds	Construction	29,256.06	26,574.92	15,634.43	
First National Bank - Bond & Interest Fund	Bond & Int	1,201,028.67	1,190,654.46	1,042,580.25	
First National Bank - Sinking Funds	Bond & Int	1,386,794.71	1,383,894.22	1,318,650.46	
Algonquin Bank & Trust - Cash Mgr	O&M	1,298,675.21	1,630,668.17	1,722,498.80	
Algonquin Bank & Trust - Operating	O&M	0.00	94.00	603.00	
Credit Cards		(753.29)	(1,431.11)	(1,278.68)	
TOTAL BEGINNING CASH AND INVESTMENTS		7,555,242.91	8,049,827.16	7,975,549.05	
SEWERAGE FUNDS					
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts					
Sewer Bill Income/User Charges		108,961.40	43,513.42	1,059,119.06	3,600,000.00
Septage Income		72,514.44	15,720.00	193,674.12	350,000.00
Wastewater Discharge Income		16,865.65	-	35,266.02	65,000.00
Customer Refunds		(507.38)	(91.02)	(1,435.47)	-
Connection/Tap-On Fees		5,200.00	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		770.33	-	1,910.67	-
Interest Income		21,466.45	20,039.11	100,603.23	75,000.00
TOTAL REVENUES AND RECEIPTS		225,270.89	84,381.51	1,399,537.63	4,195,500.00
Expenditures					
PERSONNEL SERVICES					
District Personnel Salaries		55,980.32	60,022.77	279,522.67	730,000.00
ADMINISTRATIVE EXPENSES					
Telephone		261.17	261.16	1,155.06	3,000.00
Postage		812.79	5,319.69	12,071.29	27,500.00
Printing and Publications		134.10	-	701.68	2,000.00
Office Supplies		217.95	318.60	1,306.98	7,500.00
Billing and Collection Expenses		11,264.55	2,649.27	51,088.87	75,000.00
Professional Services		270.78	197.37	1,152.81	5,000.00
Training, Travel and Education		840.00	84.00	1,032.00	7,000.00
Computer Hardware, Software, and Support		4,426.40	816.41	8,226.92	25,000.00
Community Affairs		105.00	-	185.00	2,000.00
Medical and Life Insurance		21,493.95	21,493.95	107,469.75	275,000.00
		39,826.69	31,140.45	184,390.36	429,000.00
OPERATIONS AND MAINTENANCE					
Operating Supplies		2,587.14	3,656.00	17,175.95	60,000.00
Maintenance and Repair (Plant)		1,199.48	2,292.44	16,736.35	150,000.00
Maintenance and Repair (Collection Systems)		468.33	-	2,767.18	300,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Utilities and Energy	83,536.79	42,201.82	182,557.34	400,000.00
Grounds Upkeep	1,400.00	3,450.00	9,400.00	30,000.00
Gasoline/Oil	907.51	463.34	5,596.77	20,000.00
Computer and Support Services				2,000.00
Emergency Communications	567.65	971.58	6,960.60	15,000.00
Sludge Management	11,559.07	57,361.76	122,990.77	275,000.00
Professional Services	1,629.11	1,726.30	8,121.92	45,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	10,000.00	-	12,500.00	30,000.00
GIS	-	-	-	10,000.00
	<u>113,855.08</u>	<u>112,123.24</u>	<u>384,806.88</u>	<u>1,347,000.00</u>
CAPITAL IMPROVEMENTS				
New Construction	5,580.00	364,408.58	731,049.93	1,500,000.00
Plant Equipment	18,100.55	-	139,152.27	500,000.00
Collection System	-	-	41,321.91	600,000.00
Vehicles	-	-	-	75,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	5,721.00	11,666.00	67,042.00	200,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>29,401.55</u>	<u>376,074.58</u>	<u>978,566.11</u>	<u>2,881,000.00</u>
BOND TRANSFERS				
Series 2014 Bond, Principal	-	-	-	125,000.00
Series 2014 Bond, Interest	-	-	-	95,000.00
Administration Fees - 2014 Series Bond	-	-	-	2,000.00
	<u>-</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	<u>239,063.64</u>	<u>579,361.04</u>	<u>1,827,286.02</u>	<u>5,612,000.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(13,792.75)</u>	<u>(494,979.53)</u>	<u>(427,748.39)</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	893,251.62	700,801.55	835,083.30
First National Bank - Depreciation Account	Construction	2,926,120.88	2,939,440.00	2,892,445.12
First National Bank - Surplus Funds	Construction	26,574.92	29,256.06	23,671.12
First National Bank - Bond & Interest Fund	Bond & Int	1,190,654.46	1,201,028.67	1,109,549.25
First National Bank - Sinking Fund	Bond & Int	1,383,894.22	1,386,794.71	1,334,882.74
Algonquin Bank & Trust - Cash Mgr.	O&M	1,630,668.17	1,298,675.21	1,608,193.26
Algonquin Bank & Trust - Operating	O&M	94.00	0.00	0.00
Credit Cards	O&M	(1,431.11)	(753.29)	(1,570.16)
TOTAL ENDING CASH AND INVESTMENTS		<u>8,049,827.16</u>	<u>7,555,242.91</u>	<u>7,802,254.63</u>
SEWERAGE FUNDS				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of September, 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	\$ 1,469,364.85	\$ 1,438,126.82	\$ 1,224,840.52
Credit Cards	-	-	(676.43)
TOTAL BEGINNING CASH AND INVESTMENTS	1,469,364.85	1,438,126.82	1,224,164.09

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	5,276.61	164,399.67	361,435.27	370,000.00
Audit Fund	171.24	5,334.99	11,729.07	12,000.00
Chlorination Fund	99.89	3,112.26	6,842.34	7,000.00
Liability Insurance Fund	1,069.56	33,323.69	73,262.65	75,000.00
Social Security Fund	926.99	28,881.88	63,497.28	65,000.00
Revenue Recapture Fund	12.67	394.69	867.74	-
Retirement Fund	2,210.49	68,870.42	151,412.70	155,000.00
Replacement Taxes	151.51	-	2,253.64	-
Rebates, Refunds or Grants Received	2,402.00	-	2,402.00	-
Interest Income	3,167.66	3,333.16	14,949.42	1,000.00
TOTAL REVENUES AND RECEIPTS	15,488.62	307,650.76	688,652.11	685,000.00

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	17,451.76	16,186.92	82,615.14	220,000.00
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CONTRACTUAL SERVICES

Professional Engineering	1,700.00	3,638.00	14,456.00	65,000.00
Legal Services	2,100.40	455.00	3,372.56	25,000.00
Other Professional Services	1,950.00	-	1,950.00	5,000.00
	5,750.40	4,093.00	19,778.56	95,000.00

ADMINISTRATIVE EXPENSES

Printing, Publications	-	-	853.44	4,500.00
Office Supplies, Equipment	-	-	131.90	2,500.00
Postage	-	-	-	1,000.00
Treasurer's Bond	-	-	-	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	-	-	-	4,000.00
	-	-	985.34	17,000.00

OPERATING EXPENSES

Building and Grounds Upkeep	-	-	2,589.50	15,000.00
Utilities	387.27	392.63	7,129.83	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	-	-	-	7,000.00
	387.27	417.63	10,200.33	85,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	-	-	-	1,000.00
	-	-	-	1,000.00
TOTAL GENERAL FUND	23,589.43	20,697.55	113,579.37	418,000.00
CHLORINATION FUND	3,514.20	4,344.50	15,731.90	50,000.00
	3,514.20	4,344.50	15,731.90	50,000.00
AUDIT FUND	-	-	-	15,000.00
	-	-	-	15,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	4,470.00	-	8,940.00	25,000.00
Administrative Fee	134.00	-	268.00	1,000.00
Property	-	-	-	45,000.00
Vehicles	-	-	-	15,000.00
General Liability	-	-	-	74,000.00
	4,604.00	-	9,208.00	160,000.00
SOCIAL SECURITY FUND	5,617.54	5,830.06	27,703.57	75,000.00
IMRF FUND	9,401.48	-	31,687.89	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	46,726.65	30,872.11	197,910.73	873,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(31,238.03)	276,778.65	490,741.38	(188,000.00)
Ending Cash and Investments				
First National Bank	\$ 1,438,126.82	\$ 1,714,905.47	\$ 1,217,106.10	
Credit Cards	-	-	-	
TOTAL ENDING CASH AND INVESTMENTS	1,438,126.82	1,714,905.47	1,217,106.10	

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
October 19, 2023 Meeting Date**

Name	Memo	Amount
Governmental Funds		
TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING		\$ -
O & M Funds		
Verizon Wireless	Emergency Communications	\$ 398.64
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 398.64

**LITH SANITARY DISTRICT
Recurring Bills
October 19, 2023 Meeting Date**

Name	Memo	Amount
Governmental Funds		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 5,830.06
TOTAL GOVERNMENTAL RECURRING BILLS		\$ 5,830.06
O & M Funds		
Blue Cross Blue Shield	Medical Insurance Premiums (for September 2023)	\$ 20,097.08
First National Bank PayMaker/Bill.com	Pro Svs - PayMaker/ Bill.com	\$ 78.37
Humana	Specialty Insurance Premiums (for September 2023)	\$ 1,396.87
Village of Lake in the Hills	Utilities - Water (leak)	\$ 942.50
TOTAL O & M RECURRING BILLS		\$ 22,514.82

Approved _____

President Reed

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
October 19, 2023 Meeting**

Name	Memo		
GOVERNMENTAL FUND BILLS			
Applied Technologies	Contractual Svs - Engineering	\$	2,380.00
Environmental Systems Research Institute	Computer Exp - ArcGIS Renewal	\$	440.00
Frisbie-Lohmeyer Insurance	Contingent & Misc (NOA) - Trustee Bonds 10/19/23-10/19/24	\$	150.00
GW & Associates PC	Audit - FYE 4/30/23	\$	13,250.00
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,723.10
Hawkins Inc	Chlorination - Alum Sulfate	\$	1,748.10
Shaw Media/NW Herald	Printing & Publications, 52 wks newspaper	\$	297.40
Vanguard Energy Services	Utilities - September 2023	\$	429.73
			\$ 20,418.33
TOTAL GOVERNMENTAL FUND BILLS			\$ 20,418.33

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
October 19, 2023 Meeting**

Name	Memo		Amount
O & M BILLS			
Accurate Security & Lock	Admin Exp - Pro Svs	\$	1,979.91
Applied Technologies Inc	Engineering Expenses - 23-05 Sewer Lining CEI	\$	7,374.00
AutoZone, Inc.	Operating Supplies - Tools, Ratchet	\$	38.99
AutoZone, Inc.	Maint/Repair - Plant Vehicles	\$	31.98
Calco Ltd Inc	Operating Supplies - Lab	\$	168.00
Cintas Corporation #355	Operating Supplies - Personnel, September 2023	\$	710.88
City of Crystal Lake	Collection Exp -Water Shut Offs 9/13/23	\$	100.00
Dynegy Energy Services	Utilities - September 2023	\$	40,289.15
First Mobile Trust Inc	Collection Exp - September 2023	\$	443.80
First National Bank of Omaha - CC	Pro Svs Intuit, Computer Exp, Telephone, Training, Travel & Education	\$	687.41
Flood Brothers Disposal & Recycling Svs	Bldgs & Grounds Maint - October 2023 Trash Svs	\$	369.16
Gasvoda & Associates, Inc.	Cap Imprvmnts - Plant Equipment, GBT Polymer Feed Pump	\$	5,669.62
GenServe LLC	Pro Svs - Generator maint	\$	748.00
GenServe LLC	Pro Svs - Generator maint	\$	290.00
GenServe LLC	Pro Svs - Generator maint	\$	457.00
GenServe LLC	Pro Svs - Generator maint	\$	1,063.00
GenServe LLC	Pro Svs - Generator maint	\$	550.00
H.R. Stewart, Inc.	Maint/Repair - Plant, Repair HP Lockout Unit, Coil Cleaner & Wasp Spray	\$	652.79
Harrell & Son's Lawn Maintenance	Grounds Upkeep, Sept 2023 Mowing, Mulch & Clean Up	\$	5,100.00
Hawkins, Inc	Sludge Mgt - Aqua Hawk 1124	\$	6,448.29
Interstate All Battery Center	Maint/Repair - Plant Vehicles, TV Truck Fuse	\$	19.90
Larson & Larson Builders Inc	Cap Imprvmnts - Pro Svs & Upgrades, Doors	\$	8,900.00
Logsdon Office Supply	Office Supplies	\$	39.99
Logsdon Office Supply	Office Supplies	\$	196.63
Marc Kresmery Construction LLC	Maint/Repair - Coll Sys, Removed sewer from upper main & reconnect to lower main	\$	10,090.35
Marc Kresmery Construction LLC	New Cons - Pro Svs & Upgrades, Installed Septic Receiving Station	\$	11,982.66
McHenry County Recorder	Collection Exp - September 2023	\$	54.50
Metropolitan Industries, Inc.	Emergency Communications - Metro Cloud	\$	445.00
Mid-South Imaging LLC	Collection Expenses	\$	85.00

PetroChoice LLC	Gas/Fuel	\$	545.57
PetroChoice LLC	Operating Supplies - Oil Drum	\$	3,023.34
Rene Rodriguez-reimbursement	Training, Travel & Ed - Mileage Reimbursement	\$	65.50
Sigma-Aldrich Inc	Operating Supplies - Lab	\$	178.50
TAS United	Emergency Communications	\$	110.00
Technology Masters Inc	Computer Exp - Maintenance & iBackup Error	\$	626.00
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	Operating Supplies	\$	103.88
Third Millennium Associates, Inc.	Collection Exp - Rendering of QU Bills	\$	3,033.85
United Laboratories	Operating Supplies	\$	260.45
Village of Lake In The Hills	Collection Exp - Water Shut Offs 9/26/23	\$	210.00
Warehouse Direct	Pro Svs - Copies	\$	26.47
Water One, Inc.	Operating Supplies - Personnel, Drinking Water	\$	79.75
Water One, Inc.	Operating Supplies - Personnel, Drinking Water Equip Rental	\$	22.50
Whispering Hills	Comm Affairs - Fall Décor for Grounds	\$	174.48
Whispering Hills	Comm Affairs - Fall Décor for Grounds	\$	98.00
Ziegler's Ace Hardware	Operating Supplies	\$	114.58

TOTAL O&M FUND BILLS

\$ 114,398.08

BOND FUND BILLS

Bond Trust Services Corporation	Interest Due on 2014 GO Bonds	\$	47,493.75
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TOTAL BOND FUND BILLS

\$ 47,493.75

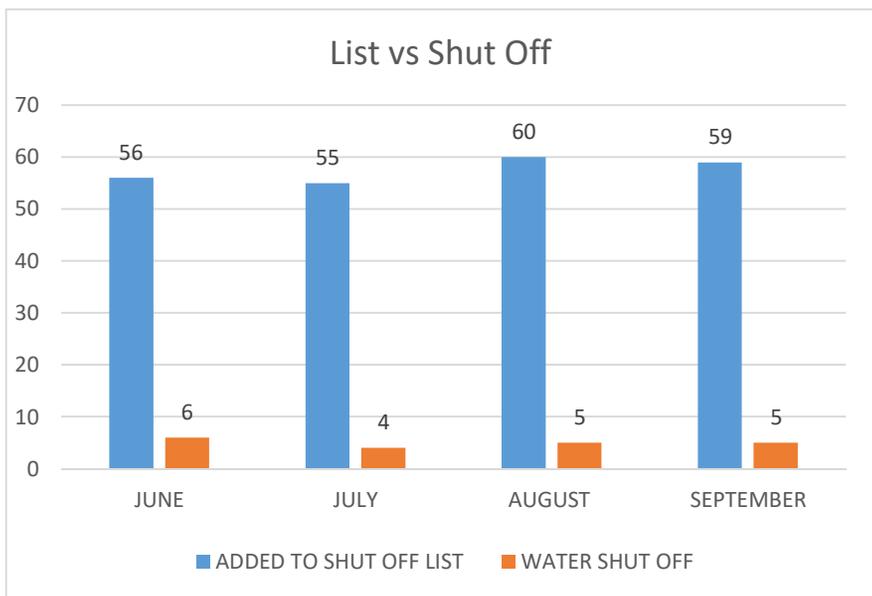
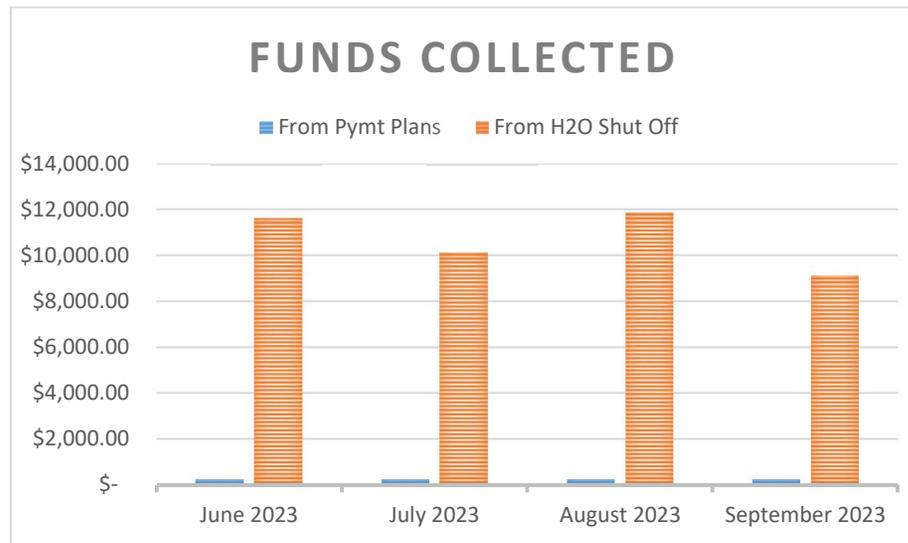
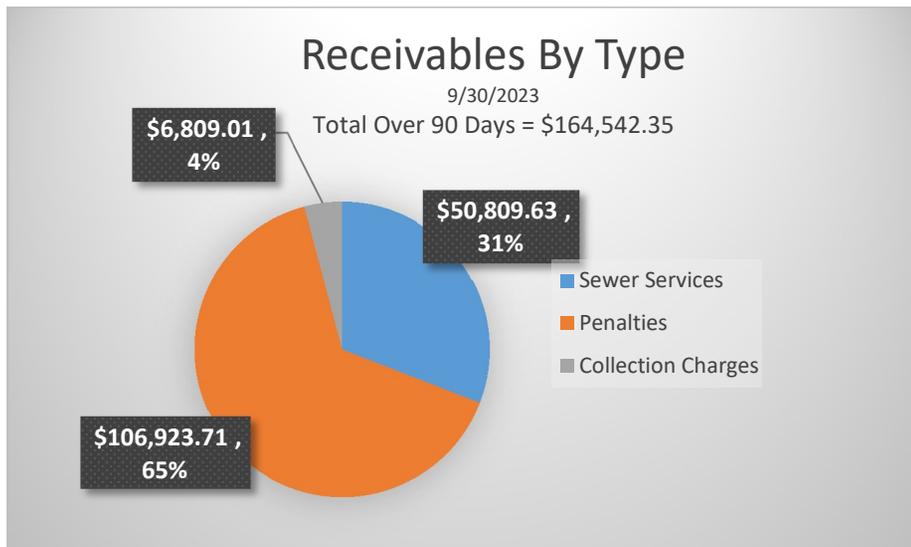
GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$211,053.68 OF WHICH \$26,248.39 IS FROM THE GOVERNMENTAL FUNDS, \$137,311.54 IS FROM THE OPERATIONS AND MAINTENANCE FUNDS, \$0.00 IS FROM THE CONSTRUCTION FUNDS, AND \$47,493.75 IS FROM THE BOND AND INTEREST FUNDS.

Approved _____

President Reed

Accounts Receivable Analysis

September 2023



Monthly Shut Off Summary

Lake in the Hills

- 3 were shut off - All 3 pd in full post shut off.

Huntley

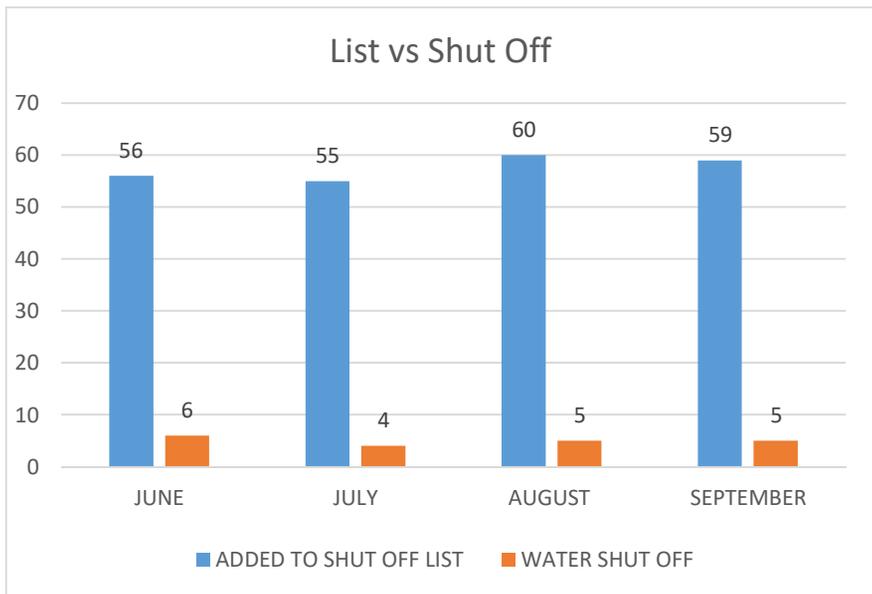
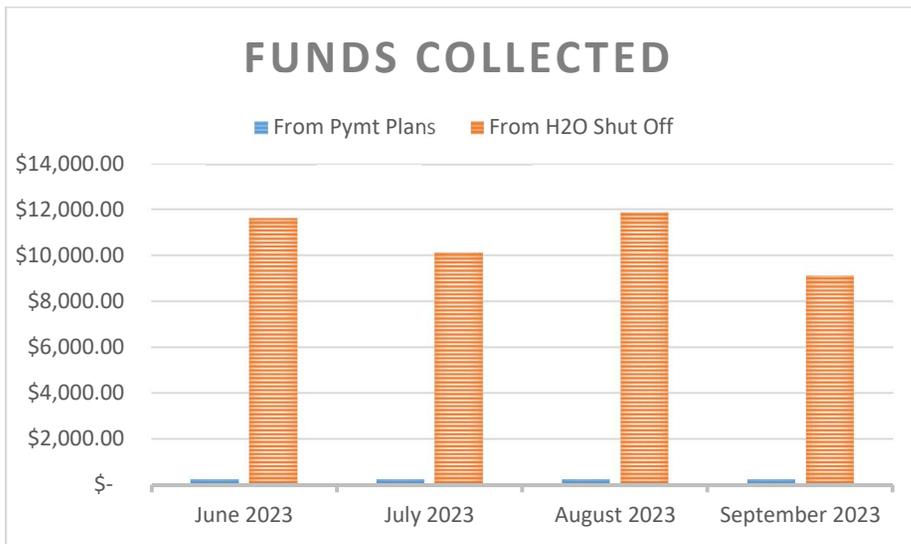
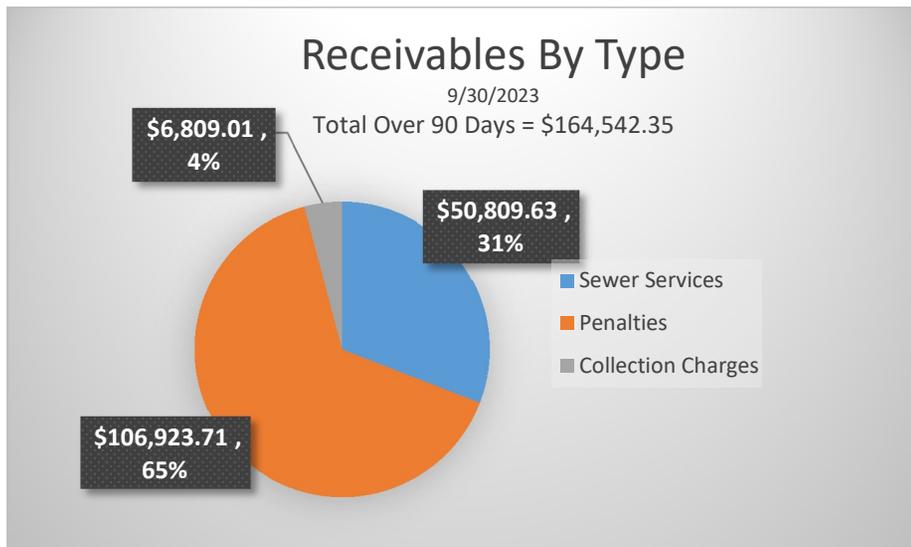
- None.

Crystal Lake

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

Accounts Receivable Analysis

September 2023



Monthly Shut Off Summary

Lake in the Hills

- 3 were shut off - All 3 pd in full post shut off.

Huntley

- None.

Crystal Lake

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

MANAGER'S REPORT

Month of September, 2023

Customers	CURRENT	12/MO TOTAL	Data for Sep 2022
	Total accounts:	11,766	
New Customers:	1	11	0
Connections:	0	8	4
Permits Issued:	1	6	3
Permits Issued Past 13 Months:	9		
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

COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
9/1/2023	1212 Crystal Lake Road	toilets overflowing/plugged service	no
9/26/2023	74 Harvest Gate	sewer odor from drains	no

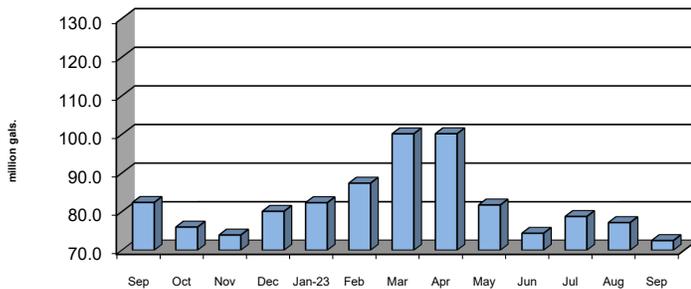
COLLECTION SYSTEM ACTIVITIES

James televised 3,362' of the recently grouted lines.

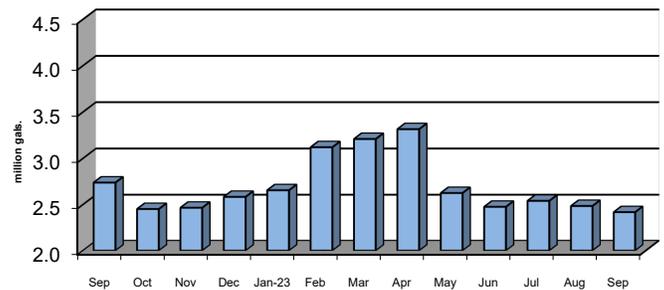
FLOWS

Total Effluent Flow for Month:	72.497	million gallons
Average Daily Flow:	2.417	mgd
Maximum Daily Flow:	2.947	mgd
Precipitation Total:	5.05	inches
Precipitation This Month Last Year:	3.17	inches
Septage Accepted:	699,476	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

September 2023

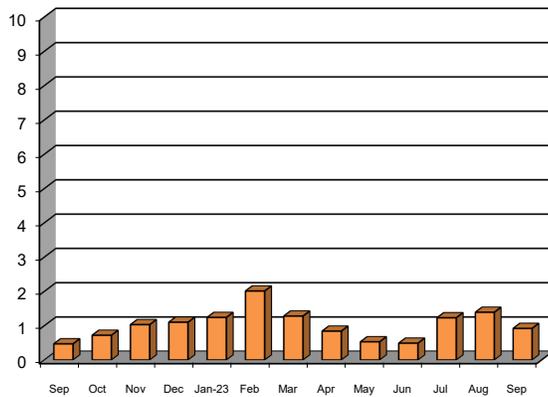
Page 2 of 2

TREATMENT PLANT OPERATIONS

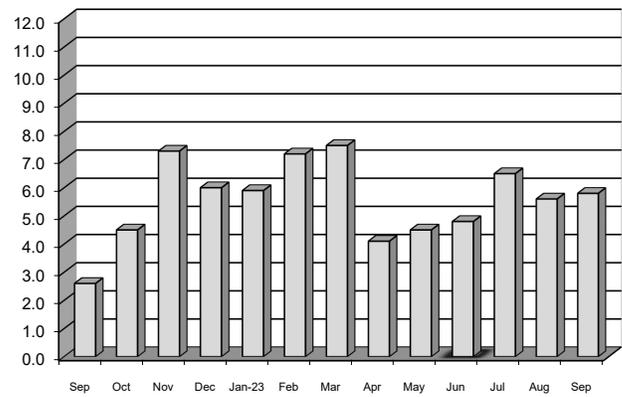
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	216 mg/L	0.9 mg/L	99.6%
Total Suspended Solids:	431 mg/L	5.8 mg/L	98.7%
Ammonia Nitrogen:	14.4 mg/L	0.03 mg/L	99.8%
Phosphorus:		0.14 mg/L	
Fecal Coliform:		261 MPN	

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:	2.425 million gallons
Decanted:	0.172 million gallons
Thickened:	2.124 million gallons
To Digester:	0.989 million gallons
Pressed:	1.039 million gallons

PERSONNEL ACTIVITIES

Tamara and Kyle attended the ISAWWA Conference on 9/6/23.
 Mike, James, John, and Rene attended the ISAWWA Conference on 9/7/23.
 Bob attended the virtual MCDOT Randall Road meeting on 9/12/23.
 Mike and Tamara met with the District's new ComEd rep on 9/13/23.

Respectfully submitted,

Tamara C. Mueller
 District Manager



Date: October 17, 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: September 2023 District Engineer's Report
Cc: Karen Thompson – District Clerk/Treasurer

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

- a. MCDOT has placed monthly meetings on hold until further notice.
- b. The Project is anticipated to be bid out in January 2024.

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

- a. The Contractor has been on site and completed the lining portion of the project and the Sanitary Sewer Service grouting has also been completed.
- b. There are some issues with the grouting that we are resolving with the Contractor. To correct these issues, the Contractor will be back on site later this month.
- c. Pay Application No. 2 was presented to the District Board tonight for approval.
 - i. Project Bid - \$328,000.00
 - ii. Pay Application No. 1 - \$247,246.43
 - iii. Pay Application No. 2 - \$30,568.50
 - iv. Still Holding 10% Retainage until lateral grouting issues are resolved.

3. Development Review

- a. Village of Lake in the Hills – Police Department
 - i. New Police Department building near Village Hall
 - ii. Total Property Size – 5 SFE (Single Family Home Equivalents)
 - iii. No Proposed New Easements