



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
December 19, 2024
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. 4 to Visu-Sewer in the amount of \$3,845.70 for the Lake in the Hills Sanitary District 2024 Sanitary Sewer Lining.**

Specific Agenda

Treasurer's Report

Approval of Bills

Grand total of all bills presented for approval is \$151,520.56 of which \$26,383.48 is from the Governmental Funds, \$119,137.08 is from the Operations and Maintenance Funds, \$6,000.00 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

Manager's Report

Operations Update

Engineer's Report

Attorney's Report

Unfinished Business

New Business

Adjournment

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
November 21, 2024**

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 Matt Irsay and Trustee Robert Reining. 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 Reining, to approve the minutes of the Regular Board Meeting of October 17, 2024 as presented. On a roll call vote, President Reed and Trustees Irsay and Reining voted aye.

Public Comments:

None.

Consent Agenda:

Trustee Reining made a motion to remove Item B from the Consent Agenda. Trustee Irsay seconded the motion to remove item B from the Consent Agenda so that discussion can take place. On a roll call vote, President Reed and Trustees Irsay and Reining voted aye. Item B has been removed from the Consent Agenda and will be moved so that discussion can take place.

- A. Approval of Contractor's Application for Payment No. 3 to Visu-Sewer in the amount of \$34,849.80 for the Lake in the Hills Sanitary District 2024 Sanitary Sewer Lining.
- B. ~~Approval of employee recognition per the District Manager's recommendation.~~ (REMOVED)

Motion was made by Trustee Irsay, seconded by Trustee Reining to approve Consent Agenda Item A. On a roll call vote, President Reed and Trustees Irsay and Reining voted aye to approve Consent Agenda Item A and release the payment of \$34,849.80 to Visu-Sewer.

Item Formerly on the Consent Agent and Removed So Discussion Can Take Place:

- B. Approval of employee recognition per the District Manager's recommendation.

Discussion took place. Motion was made by Trustee Irsay to approve former Consent Agenda Item B which was moved so that discussion could take place. Motion was seconded by President Reed. On a roll call vote, President Reed and Trustee Irsay vote aye to approve the employee recognition as presented by District Manager. Trustee Reining voted nay.

Specific Agenda:

- A. Approval of pay increase to \$35.50 per hour for Chief Operator, Kyle Caccamo.

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Motion was made by Trustee Irsay, seconded by Trustee Reining to approve Specific Agenda Item A. On a roll call vote, President Reed and Trustees Irsay and Reining voted aye to approve Specific Agenda Item A and approve the pay increase for Kyle Caccamo.

Treasurer's Report:

District Treasurer presented final written copies of the October 2024 Treasurer's report and verbally provided additional detail.

She stated that October was a quarterly bill due month. She also provided explanations for the expense line items under contingent & misc. not otherwise appropriated. She further reminded the Board that due to the delay of the September Board meeting until 9/30, most bills from September were paid in October.

Motion was made by Trustee Reining and seconded by Trustee Irsay to approve the October 2024 Treasurer's reports as presented. On a roll call vote, President Reed and Trustees Irsay and Reining voted aye.

Approval of Bills:

District Treasurer presented a list of bills for approval. She highlighted some of the bills that we see less frequently as well as those for higher dollar amounts.

Motion was made by Trustee Reining and seconded by Trustee Irsay to approve the List of Bills as presented. The total approved for payment is \$334,607.05 of which \$99,363.86 is from the Governmental Funds, \$234,393.19 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$850.00 is from the Bond and Interest Funds.

The motion passed after a roll call vote; President Reed and Trustees Irsay and Reining voted aye to approve the list of bills as presented.

Manager's Report:

District Manager presented a written copy of the October 2024 Manager's report and verbally provided some additional detail.

She highlighted the following items:

- There was only one sewer call in October & the issue was in their service line.
- We received 1" less rain in October this year.
- Staff completed fire extinguisher training.
- District Manager attended the Fox River Study Group annual meeting.
- There were no uncollectible write offs this time around. Next time there will be some big ones.
- We received the TGF Enterprises invoice the day after the reports were prepared. The work has been completed so she has asked that this be paid in advance of the December meeting. The total is \$14,400.00.
- The employee health insurance rates are increasing for 2025. BCBS is increasing by 2.69% and Humana is increasing by 2.7%.
- Our insurance broker shopped around for the District's liability insurance and our current carrier was still the cheapest. They increased our renewal rate by 11%.
- She is working on the publishing the 2025 meeting dates and indicated that she had a request to move the October 2025 meeting from 10/16 to 10/23. She asked if that would be okay with the Trustees. They didn't

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Board of Trustees Regular Meeting Minutes
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think there would be an issue. President Reed indicated that she is unable to attend the March 2025 meeting on the 3rd Thursday and wanted to make sure the other two Trustees would be available. They concurred.

- She reached out to Arden Rose and it looks like they have started construction on another building. They only received a permit from us for one building and will owe us additional money for this new building. She is waiting to hear back from the Village on this.

Motion was made by Trustee Reining, seconded by Trustee Irsay, to approve the October 2024 Manager's report as presented. On a roll call vote, President Reed and Trustees Irsay and Reining voted aye.

Engineer's Report:

District Engineer Bob Doeringsfeld was absent, but provided a written report. District Manager provided the verbal report and a status update on their projects.

These projects are as follows:

1. McHenry County Division of Transportation (MCDOT) Randall Road Project – We have not heard anything on this.
2. District Sanitary Sewer Lining – Pay app #3 was submitted and approved tonight. There will be a pay app #4 which will be a small amount. There are two outstanding resident concerns the District is still seeking resolution for. We will continue to hold the retainage until these issues are resolved.
3. Village Projects – There have been no updates on the road project. The Village tornado siren has been relocated off District property.

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 Reining seconded. The motion passed after a verbal vote. All Board Members who were present voted aye.

The meeting was adjourned at 7:50pm.

Respectfully submitted,

KT

Karen Thompson,
District Clerk

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
November 21, 2024**

APPROVED this _____ day of _____, 2024.

President Reed



ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 4

Table with 3 columns: Application Period, Application Date, To (Owner), From (Contractor), Via (Engineer), Project, Contractor's Project No., and Engineer's Project No.

Application For Payment Change Order Summary

Table with 3 columns: Number, Additions, Deductions and 9 numbered rows for contract price, change orders, retainage, and balance to finish.

Contractor's Certification section containing text and Contractor Signature/Date fields.

Payment and approval section containing fields for payment amount, engineer signature, date, and owner approval.

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): 2024 Lake in the Hills Sanitary District Sewer Lining								Application Number: 3			
Application Period: September 2024								Application Date: 9/30/2024			
A					B	C	D	E	F		
Item			Contract Information			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		2	Ea	\$150.00	\$ 300.00	2.00	\$ 300.00	\$ 300.00	100%	
2	Sealing of Active Leaks		5	Ea	\$450.00	\$ 2,250.00	-	\$ -	\$ -		\$2,250.00
3	8-Inch Sanitary Sewer Lining		1,360	Ln Ft	\$31.40	\$ 42,704.00	1,370.00	\$ 43,018.00	\$ 43,018.00	101%	-\$314.00
4	Reinstate Sewer Lateral		28	Ea	\$100.00	\$ 2,800.00	24.00	\$ 2,400.00	\$ 2,400.00	86%	\$400.00
5	Lateral Connection Test and Seal		28	Ea	\$400.00	\$ 11,200.00	10.00	\$ 4,000.00	\$ 4,000.00	36%	\$7,200.00
6	Chemical Grout Material		75	Gal	\$10.00	\$ 750.00	27.30	\$ 273.00	\$ 273.00	36%	\$477.00
7	Heavy Cleaning		4	Hrs	\$400.00	\$ 1,600.00	-	\$ -	\$ -		\$1,600.00
8	Point Repair Allowance		1	Allowance	\$5,000.00	\$ 5,000.00	-	\$ -	\$ -		\$5,000.00
17	Remove and Seal Protruding Tap		6	Ea	\$150.00	\$ 900.00	5.00	\$750.00	\$750.00	83.3%	\$150.00
18	Sealing of Active Leaks		10	Ea	\$450.00	\$ 4,500.00	-				\$4,500.00
19	8-Inch Sanitary Sewer Lining		11,750	Ln Ft	\$31.40	\$ 368,950.00	11,743.00	\$368,730.20	\$368,730.20	99.9%	\$219.80
20	Reinstate Sewer Lateral		273	Ea	\$100.00	\$ 27,300.00	260.00	\$26,000.00	\$26,000.00	95.2%	\$1,300.00
21	Lateral Connection Test and Seal		273	Ea	\$400.00	\$ 109,200.00	170.00	\$68,000.00	\$68,000.00	62.3%	\$41,200.00
22	Chemical Grout Material		250	Gal	\$10.00	\$ 2,500.00	440.10	\$4,401.00	\$4,401.00	176.0%	-\$1,901.00
23	Heavy Cleaning		40	Hrs	\$400.00	\$ 16,000.00	8.00	\$3,200.00	\$3,200.00	20.0%	\$12,800.00
24	Point Repair Allowance		1	Allowance	\$15,000.00	\$ 15,000.00	-				\$15,000.00
Totals						\$610,954.00		\$521,072.20	\$521,072.20	85.3%	\$89,881.80

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - O&M/SEWERAGE FUNDS
 Month of November, 2024

		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	1,421,501.68	1,676,609.82	1,433,488.14	
First National Bank - Depreciation Account	Construction	3,113,404.21	3,120,314.10	3,054,879.39	
First National Bank - Surplus Funds	Construction	22,432.90	71,232.54	18,229.23	
First National Bank - Bond & Interest Fund	Bond & Int	1,311,595.02	1,272,152.17	1,151,617.36	
First National Bank - Sinking Funds	Bond & Int	1,422,648.65	1,425,367.28	1,407,538.95	
Algonquin Bank & Trust - Cash Mgr	O&M	1,693,231.91	1,766,614.04	1,902,603.21	
Algonquin Bank & Trust - Operating	O&M	0.00	79.00	2,557.00	
Credit Cards		(1,006.98)	(2,372.74)	(2,454.85)	
TOTAL BEGINNING CASH AND INVESTMENTS		8,983,807.39	9,329,996.21	8,968,458.43	
SEWERAGE FUNDS					
		PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts					
Sewer Bill Income/User Charges		794,097.25	73,749.94	1,929,124.36	3,600,000.00
Septage Income		61,632.06	12,463.22	332,782.93	450,000.00
Wastewater Discharge Income		18,208.07	442.35	58,153.16	75,000.00
Customer Refunds		(190.17)	(239.87)	(1,834.29)	-
Connection/Tap-On Fees		-	-	5,200.00	100,000.00
Annexation Fees (inc. GIS)		-	-	-	5,000.00
Downstream & Misc Charges		-	-	-	500.00
Liftstation Recapture		-	-	-	-
Gain/Loss - Sale of Equipment		-	-	-	-
Rebates, Refunds or Grants Received		-	-	-	-
Interest Income		21,090.36	20,290.91	159,886.18	150,000.00
TOTAL REVENUES AND RECEIPTS		894,837.57	106,706.55	2,483,312.34	4,380,500.00
Expenditures					
PERSONNEL SERVICES					
District Personnel Salaries		59,834.22	59,039.76	423,278.99	760,000.00
ADMINISTRATIVE EXPENSES					
Telephone		152.42	152.72	1,065.63	3,000.00
Postage		-	737.71	13,968.00	30,500.00
Printing and Publications		-	-	562.22	2,000.00
Office Supplies		787.58	304.41	2,105.71	7,500.00
Billing and Collection Expenses		6,401.16	12,152.96	50,186.00	80,000.00
Professional Services		227.97	715.91	1,982.99	6,000.00
Training, Travel and Education		426.38	-	532.99	7,000.00
Computer Hardware, Software, and Support		605.40	630.20	9,474.85	30,000.00
Community Affairs		-	-	-	2,000.00
Medical and Life Insurance		27,017.89	27,017.89	189,125.23	350,000.00
		35,618.80	41,711.80	269,003.62	518,000.00
OPERATIONS AND MAINTENANCE					
Operating Supplies		6,320.92	5,431.39	26,379.77	60,000.00
Maintenance and Repair (Plant)		22,526.82	18,450.70	94,827.22	150,000.00
Maintenance and Repair (Collection Systems)		3,928.32	4,118.40	33,445.54	300,000.00

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Utilities and Energy	88,293.86	-	262,405.57	600,000.00
Grounds Upkeep	1,750.00	1,750.00	11,750.00	30,000.00
Gasoline/Oil	-	3,442.70	8,584.78	20,000.00
Computer and Support Services				2,000.00
Emergency Communications	1,414.29	1,577.67	7,518.26	20,000.00
Sludge Management	89,360.68	33,950.00	241,841.23	375,000.00
Professional Services	3,238.60	2,302.85	16,102.71	45,000.00
Residential Reimbursement	-	-	-	10,000.00
Compliance Requirements/Permits	-	-	25,500.00	30,000.00
GIS	-	-	-	10,000.00
	<u>216,833.49</u>	<u>71,023.71</u>	<u>728,355.08</u>	<u>1,652,000.00</u>
CAPITAL IMPROVEMENTS				
New Construction & Upgrades	73,420.76	34,849.80	482,173.48	1,500,000.00
Plant Equipment	19,622.00	-	19,622.00	500,000.00
Collection System	90,658.00	108,496.79	296,354.79	1,500,000.00
Vehicles	-	30,634.06	30,634.06	75,000.00
Legal Expense	-	-	-	5,000.00
Engineering Expense	12,536.00	-	51,274.00	200,000.00
Bond, Finance Consulting Expense	-	-	-	1,000.00
	<u>196,236.76</u>	<u>173,980.65</u>	<u>880,058.33</u>	<u>3,781,000.00</u>
BOND TRANSFERS				
Series 2014 Bond, Principal	-	-	-	125,000.00
Series 2014 Bond, Interest	44,993.75	-	44,993.75	90,000.00
Administration Fees - 2014 Series Bond	-	850.00	850.00	2,000.00
	<u>44,993.75</u>	<u>850.00</u>	<u>45,843.75</u>	<u>217,000.00</u>
CONTINGENT AND MISCELLANEOUS EXPENSES				
Not Otherwise Appropriated	23.48	-	23.48	3,000.00
	<u>23.48</u>	<u>-</u>	<u>23.48</u>	<u>3,000.00</u>
TOTAL EXPENDITURES	<u>553,540.50</u>	<u>346,605.92</u>	<u>2,346,563.25</u>	<u>6,931,000.00</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>341,297.07</u>	<u>(239,899.37)</u>	<u>136,749.09</u>	<u>(2,550,500.00)</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	1,676,609.82	1,393,211.30	1,248,526.24
First National Bank - Depreciation Account	Construction	3,120,314.10	3,134,678.62	3,069,440.03
First National Bank - Surplus Funds	Construction	71,232.54	36,498.90	18,268.60
First National Bank - Bond & Interest Fund	Bond & Int	1,272,152.17	1,340,223.67	1,217,965.98
First National Bank - Sinking Fund	Bond & Int	1,425,367.28	1,427,938.80	1,410,587.33
Algonquin Bank & Trust - Cash Mgr.	O&M	1,766,614.04	1,784,243.86	1,933,787.80
Algonquin Bank & Trust - Operating	O&M	79.00	28.00	0.00
Credit Cards	O&M	(2,372.74)	(2,804.39)	(1,496.89)
TOTAL ENDING CASH AND INVESTMENTS		<u>9,329,996.21</u>	<u>9,114,018.76</u>	<u>8,897,079.09</u>
SEWERAGE FUNDS				

LAKE IN THE HILLS SANITARY DISTRICT
MONTHLY TREASURER REPORT - GOVERNMENTAL FUNDS
 Month of November, 2024

	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	\$ 1,654,992.02	\$ 1,598,639.03	\$ 1,300,317.07
Credit Cards	(1,221.96)	(794.54)	(543.96)
TOTAL BEGINNING CASH AND INVESTMENTS	<u>1,653,770.06</u>	<u>1,597,844.49</u>	<u>1,299,773.11</u>

	PRIOR MONTH	CURRENT MONTH	YTD	BUDGET
Revenues and Receipts				
Real Estate Taxes				
General Fund	2,662.68	1,994.55	235,519.64	236,000.00
Audit Fund	169.33	126.84	14,977.96	15,000.00
Chlorination Fund	112.94	84.59	9,988.82	10,000.00
Liability Insurance Fund	846.21	633.89	74,849.65	75,000.00
Social Security Fund	733.39	549.40	64,870.84	65,000.00
Revenue Recapture Fund	26.70	20.00	2,361.66	-
Retirement Fund	1,748.83	1,310.05	154,688.41	155,000.00
Replacement Taxes	463.82	-	1,865.20	-
Rebates, Refunds or Grants Received	-	-	2,452.00	-
Interest Income	3,092.00	2,827.33	21,202.49	1,000.00
TOTAL REVENUES AND RECEIPTS	<u>9,855.90</u>	<u>7,546.65</u>	<u>582,776.67</u>	<u>557,000.00</u>

Expenditures

GENERAL FUND

PERSONNEL SERVICES

Salaries of Trustees, Manager, Treasurer & Clerk	17,359.60	16,783.76	119,706.12	230,000.00
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CONTRACTUAL SERVICES

Professional Engineering	16,208.00	5,126.00	47,538.00	65,000.00
Legal Services	673.75	963.60	2,558.54	25,000.00
Other Professional Services	-	-	1,248.00	5,000.00
	<u>16,881.75</u>	<u>6,089.60</u>	<u>51,344.54</u>	<u>95,000.00</u>

ADMINISTRATIVE EXPENSES

Printing, Publications	323.40	143.22	1,101.96	4,500.00
Office Supplies, Equipment	-	408.00	1,434.78	2,500.00
Postage	-	-	-	1,000.00
Treasurer's Bond	-	3,000.00	3,000.00	4,000.00
Community Affairs	-	-	-	1,000.00
Memberships and Dues	-	65.00	65.00	4,000.00
	<u>323.40</u>	<u>3,616.22</u>	<u>5,601.74</u>	<u>17,000.00</u>

OPERATING EXPENSES

Building and Grounds Upkeep	-	1,020.00	3,726.50	15,000.00
Utilities	823.78	1,098.60	4,555.62	55,000.00
J.U.L.I.E.	-	-	-	3,000.00
Training and Education	504.00	-	1,557.00	3,000.00
Travel Expenses	-	4.00	28.00	2,000.00
Computer Hardware, Software & Support	657.04	589.64	2,881.64	7,000.00
	<u>1,984.82</u>	<u>2,712.24</u>	<u>12,748.76</u>	<u>85,000.00</u>

	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	36,699.57	29,201.82	189,551.16	428,000.00
CHLORINATION FUND	-	-	3,114.00	50,000.00
	-	-	3,114.00	50,000.00
AUDIT FUND	13,750.00	-	13,750.00	15,000.00
	13,750.00	-	13,750.00	15,000.00
PUBLIC LIABILITY INSURANCE FUND				
Workers' Compensation	-	-	9,072.00	25,000.00
Administrative Fee	-	-	272.00	1,000.00
Property	-	46,317.00	46,317.00	45,000.00
Vehicles	-	8,198.00	8,198.00	15,000.00
General Liability	-	16,848.00	16,848.00	74,000.00
	-	71,363.00	80,707.00	160,000.00
SOCIAL SECURITY FUND	5,907.06	5,800.52	41,540.12	80,000.00
IMRF FUND	9,424.84	9,161.73	64,023.43	155,000.00
OTHER EXPENDITURES (RECEIPTS)	-	-	-	-
	-	-	-	-
TOTAL EXPENDITURES	65,781.47	115,527.07	392,685.71	888,000.00
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(55,925.57)	(107,980.42)	190,090.96	(331,000.00)
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	\$ 1,598,639.03	\$ 1,490,407.71	\$ 1,267,148.58	
Credit Cards	(794.54)	(543.64)	(446.00)	
TOTAL ENDING CASH AND INVESTMENTS	1,597,844.49	1,489,864.07	1,266,702.58	

**LITH SANITARY DISTRICT
Bills Paid Prior To Meeting
December 19, 2024 Meeting Date**

Name	Memo	Amount
Governmental Funds		
TOTAL GOVERNMENTAL BILLS PAID PRIOR TO MEETING		\$ -
O & M Funds		
Flood Brothers Disposal & Recycling Svcs	Bldg & Grounds - December Trash Svcs	\$ 376.54
TAS United	Emergency Communications	\$ 110.00
TGF Enterprises	Bldgs & Grounds Maint - Tree Trimming & Vegetation Mgt	\$ 14,400.00
Verizon Wireless	Emergency Communications	\$ 399.36
TOTAL O & M BILLS PAID PRIOR TO MEETING		\$ 15,285.90

**LITH SANITARY DISTRICT
Recurring Bills
December 19, 2024 Meeting Date**

Name	Memo	Amount
Governmental Funds		
United States Treasury	District Pd Payroll Taxes (SS & Med)	\$ 5,800.52
Illinois Municipal Retirement Fund	Employer Portion of IMRF - October 2024 Wages	\$ 9,161.73
TOTAL GOVERNMENTAL RECURRING BILLS		\$ 14,962.25
O & M Funds		
Blue Cross Blue Shield	Medical Insurance Premiums (for November 2024)	\$ 25,456.69
First National Bank PayMaker/Bill.com	Pro Svcs - PayMaker/ Bill.com	\$ 93.34
Humana	Specialty Insurance Premiums (for November 2024)	\$ 1,561.20
United States Postal Service	Postage - Mailing of Past Due Notices	\$ 737.71
TOTAL O & M RECURRING BILLS		\$ 27,848.94

Approved _____

President Reed

**LITH SANITARY DISTRICT - Governmental Fund
Bills Presented to Board for Approval
December 19, 2024 Meeting**

Name	Memo		
GOVERNMENTAL FUND BILLS			
Applied Technologies	Contractual Svs - Engineering	\$	3,432.00
First National Bank - Visa	Computer Exp for Website, Travel Exp IL Tollway	\$	543.64
Illinois Public Risk Fund	Workers Compensation Insurance	\$	5,597.00
McHenry County Recorder	Computer Exp - November 2024 Laredo	\$	51.50
NextEra Energy Svs	Utilities - Nat Gas November 2024	\$	1,797.09
			\$ 11,421.23
TOTAL GOVERNMENTAL FUND BILLS			\$ 11,421.23

**LITH SANITARY DISTRICT - O&M/Sewerage Fund
Bills Presented to Board for Approval
December 19, 2024 Meeting**

Name	Memo		Amount
O & M BILLS			
A&A Magnetics	Maint/Repair - Plant, Fabricated Flange for Main Lift Pumps	\$	1,460.00
Accurate Security & Lock Corp	Professional Services - Fireking Safe	\$	300.00
AutoZone, Inc.	Maint/Repair - Vehicles, F-150	\$	34.53
AutoZone, Inc.	Maint/Repair - Vehicles, Oil Filter for Colorado	\$	3.79
Blu Petroleum	Gas/Fuel	\$	706.65
Cintas Corporation #355	Operating Supplies - Personnel, November 2024	\$	922.10
City of Crystal Lake	Collection Exp, Water Shut Offs 11/13/24	\$	300.00
Consolidated Electrical Distributors	Maint/Repair - Plant, Pump #1 Main Lift	\$	138.00
Dynegy Energy Services	Utilities	\$	43,616.21
EJ Equipment	Maint/Repair -Vehicles	\$	1,062.38
First Mobile Trust Inc	Collection Exp, November 2024	\$	946.27
First National Bank - Visa	Oper Supplies,Pro Svs Intuit Fees,M/R Plant,Vehicles,Computer Exp,Telephone,Emergency Comm	\$	2,732.69
George Bell	Residential Reimbursement	\$	1,550.00
Grainger, Inc.	Maint/Repair -Plant, Fan Motor	\$	348.52
Green Guerrilla LLC	Pro Svs & Upgrades - Pest Mgt Svs Fence Line	\$	600.00
H.R. Stewart, Inc.	Maint/Repair - Plant, Bldg G - Inside Oil Payne Heater	\$	298.50
Harrell & Son's Lawn Maintenance	Grounds Upkeep - 11/7 & 11/14 Mowing	\$	700.00
Interstate All Battery Center	Maint/Repair - Plant	\$	79.60
John Caccamo - Reimbursement	Operating Supplies - Personnel, Work Winter Clothing	\$	321.47
Logsdon Office Supply	Office Supplies	\$	297.50
Logsdon Office Supply	Office Supplies	\$	115.00
Metropolitan Industries	Maint/Repair - Plant, HOR Seal Flange Assembly	\$	6,907.64
Mid-South Imaging LLC	Collection Expenses	\$	85.00
Midwest IT Pros	Computer Exp - Remote Maint & Monitoring	\$	400.00
Motion Industries	Maint/Repair - Plant	\$	1,746.76
Rene Rodriguez - Reimbursement	Operating Supplies - Personnel, Work Winter Clothing	\$	318.77
Rush Power Systems LLC	Pro Svs - Generators	\$	5,973.09
TAS United	Emergency Communications	\$	110.00

TEKLAB, INC	Pro Svs - Lab, 11/19/24	\$	162.40
TEKLAB, INC	Pro Svs - Lab, 11/23/24	\$	162.40
TEKLAB, INC	Pro Svs - Lab, 12/3/24	\$	162.40
TEKLAB, INC	Pro Svs - Lab, 12/7/24	\$	321.60
TGF Enterprises Inc	Bldgs & Grounds - Forestry Mowing Around Fence	\$	1,230.00
The Home Depot	Operating Supplies - Small Tools	\$	238.90
The UPS Store	Postage	\$	86.55
Village of Lake In The Hills	Collection Expenses - Water Shut Offs 11/21/24	\$	210.00
Warehouse Direct	Pro Svs - Copies	\$	9.22
Water One, Inc.	Operating Supplies - Personnel	\$	51.75
Xylem Water Solutions	Maint/Repair Collection Sys - 11/6/24 Field Svs - Flygt	\$	1,050.00
Ziegler's Ace Hardware	Operating Supplies	\$	242.55

TOTAL O&M FUND BILLS

\$ 76,002.24

CONST FUND BILLS

Shoreline Armor LLC	Cap Imprvmnts Coll Sys - Relocate 3 Deadmen Anchors	\$	6,000.00
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TOTAL CONST FUND BILLS

\$ 6,000.00

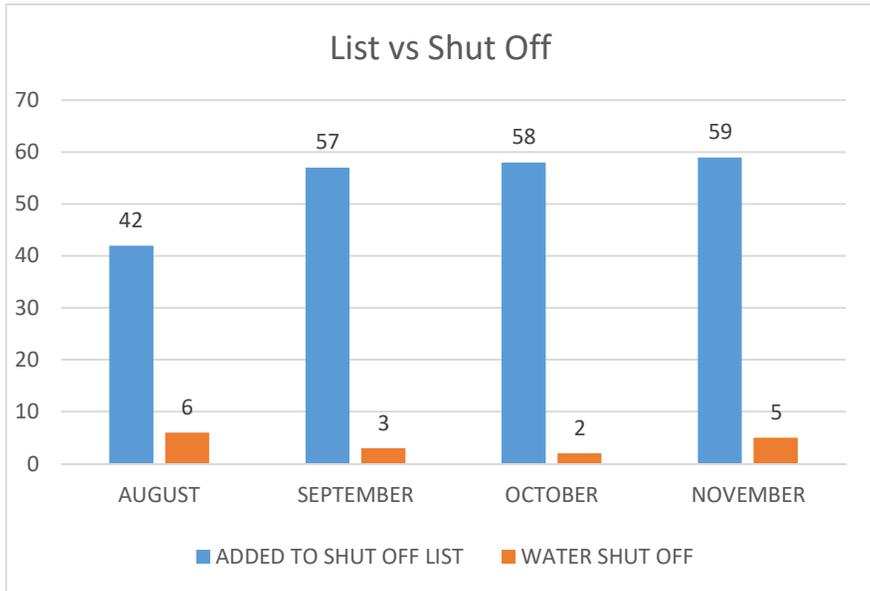
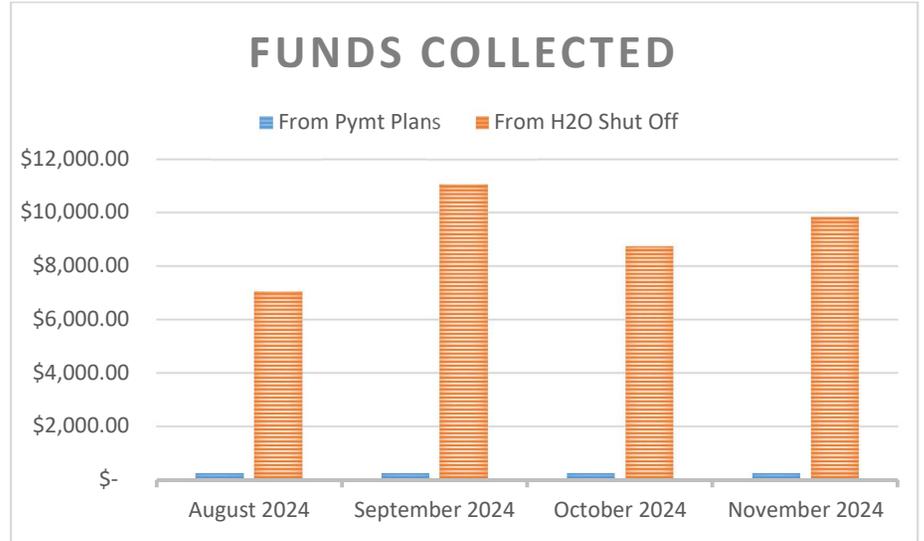
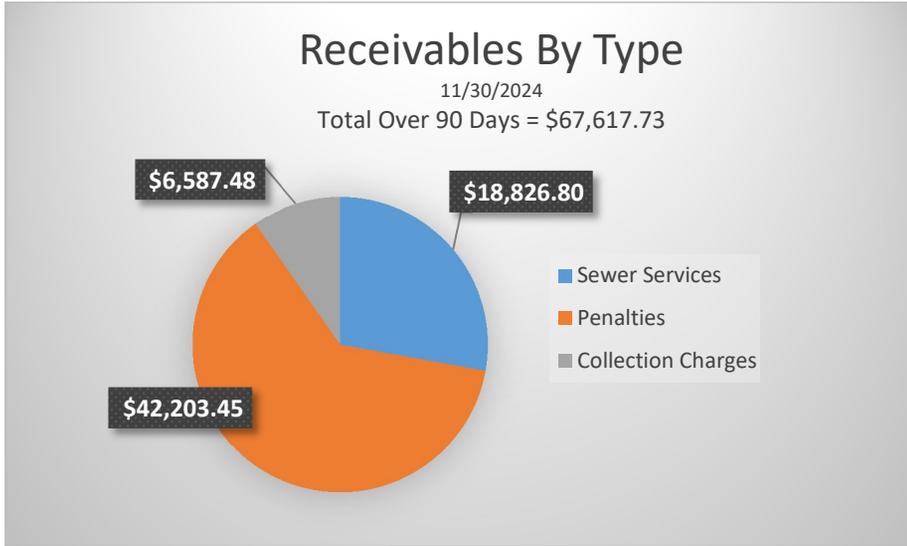
GRAND TOTAL OF ALL BILLS PRESENTED FOR APPROVAL IS \$151,520.56 WHICH \$26,383.48 IS FROM THE GOVERNMENTAL FUNDS, \$119,137.08 IS FROM THE OPERATIONS AND MAINTENANCE FUNDS, \$6,000.00 IS FROM THE CONSTRUCTION FUNDS, AND \$0.00 IS FROM THE BOND AND INTEREST FUNDS.

Approved _____

President Reed

Accounts Receivable Analysis

November 2024



Monthly Shut Off Summary

Lake in the Hills

- 2 Shut Off – All pd in full post shut off.

Huntley

- None.

Crystal Lake

- 3 Shut Off – 2 pd in full post shut off and 1 remains unpaid.

MANAGER'S REPORT

Month of November, 2024

Customers	CURRENT	12/MO TOTAL	Data for Nov 2023
Total accounts:	11,775		
New Customers:	0	4	2
Connections:	0	5	0
Permits Issued:	0	4	0
Permits Issued Past 13 Months:	4		
Total Permits Issued to Date:			
<i>Residential:</i>	10,124		
<i>Commercial:</i>	124		
<i>Industrial:</i>	1		

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

NAME	PE	DWELLINGS	Issued
Lake in the Hills Police Department	1,800	1	1/31/2024

COLLECTION SYSTEM EMERGENCY RESPONSES AND SANITARY SEWER OVERFLOWS

DATE	LOCATION	PROBLEM	DISTRICT PROBLEM
11/2/2024	1104 Birch	odor	no

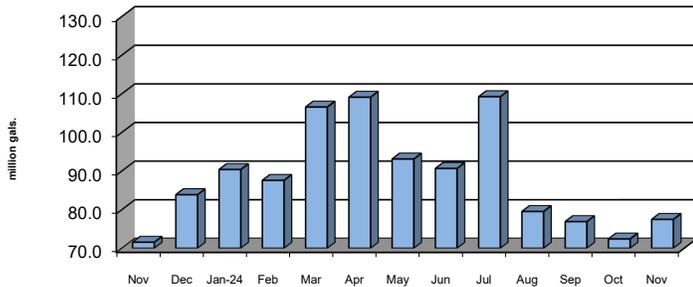
COLLECTION SYSTEM ACTIVITIES

Maintenance cleaned/root cut 391' of main.

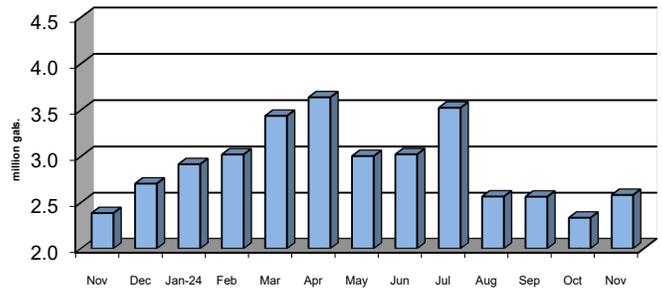
FLOWS

Total Effluent Flow for Month:	77.470	million gallons
Average Daily Flow:	2.582	mgd
Maximum Daily Flow:	2.997	mgd
Precipitation Total:	4.04	inches
Precipitation This Month Last Year:	0.94	inches
Septage Accepted:	634,517	gallons

Total Monthly Flows



Monthly Average Daily Flows



MANAGER'S MONTHLY REPORT

November 2024

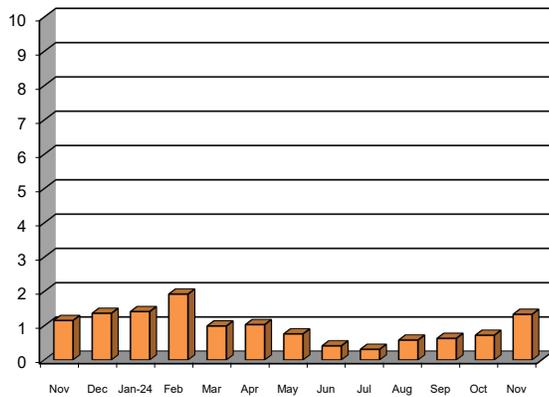
Page 2 of 2

TREATMENT PLANT OPERATIONS

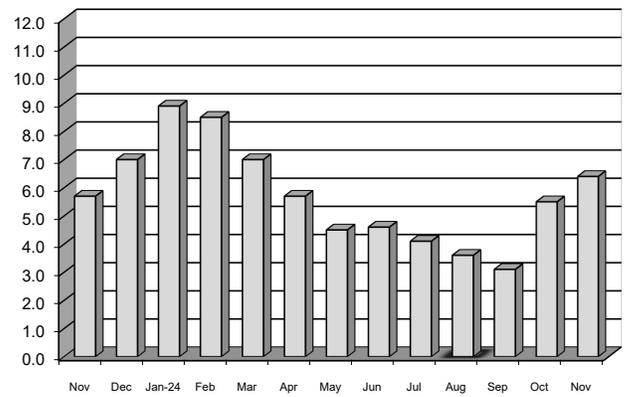
	<u>Average in</u>	<u>Average out</u>	<u>Average % reduction</u>
BOD/CBOD	283 mg/L	1.3 mg/L	99.5%
Total Suspended Solids:	599 mg/L	6.4 mg/L	98.9%
Ammonia Nitrogen:	11.1 mg/L	0.31 mg/L	97.2%
Phosphorus:		0.27 mg/L	
Fecal Coliform:		47.9 MPN	

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:	1.708 million gallons
Decanted:	0.255 million gallons
Thickened:	1.436 million gallons
To Digester:	0.813 million gallons
Pressed:	0.680 million gallons

PERSONNEL ACTIVITIES

Maintenance and Operations staff attended the FVOA meeting in Algonquin on 11/14/24.

Respectfully submitted,

Tamara C. Mueller
District Manager

CLIENT MEMORANDUM

Date: December 17, 2024 **Project #:** 6624
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: December 2024 District Engineer's Report
Cc: Karen Thompson – District Clerk/Treasurer

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

- a. MCDOT has not sent the information regarding the District's cost sharing portion of the project.
- b. No Start Date has been shared

2. Task Order No. 24-02 - 2024 District Sanitary Sewer Lining Project Construction Engineering & Inspection

- a. Pay App No. 4 is submitted at this Month's District Board Meeting for \$3,845.70.
- b. There are two outstanding Resident concerns the District is still seeking resolution. It is recommended to hold the Contract retainage until these issues are resolved.

3. Village Projects

- a. No update on the road project.