

Minutes

March 9, 2021– Board Meeting

On March 9, 2021, the Board of Trustees of the Lake County Public Water District convened virtually in a regularly scheduled meeting at the hour of 5:30 p.m. Chairman Gerold Topcik, Vice-Chairman Richard Moe, General Manager Don White, and Administrative Assistant/Board Secretary Karen Johnston were physically present at the conference room of the District, 500 –17th Street, Zion, Illinois. Present virtually were: Trustees Mitchell, Walsh, Ruchti, Jaeger, and Attorney Dan Kucera. Trustee Monk was absent. Present as a guest speaker was Mr. Jake Carlson with Benefit Partners Group. Chairman Topcik opened the meeting at approximately 5:30 p.m.

Chairman Topcik started the meeting with the following statement: I have determined that an in-person meeting of the board of trustees is impractical and imprudent, due to the Covid-19 pandemic, and that related disaster declarations and orders issued by the governor, therefore this meeting of the board is being conducted by virtual protocol pursuant to authorizations by the governor and Public Act 101-640.

Chairman Topcik proceeded to a roll call:

Present: (7) Mitchell, Walsh, Ruchti, Jaeger, Moe, Topcik

Absent: (1) Monk

Chairman Topcik turned the floor over to Mr. Jake Carlson of Benefit Partners Group to present the health insurance renewal. The board was provided with a presentation outlining the renewal program and optional programs. Mr. Carlson started by giving a review of the current environment of insurance industry. He then proceeded to review the current insurance plan coverages and details, and compared them with the renewal from Blue Cross Blue Shield. He indicated that the renewal with Blue Cross is approximately a 7% increase, indicated that this is in line with renewals that he has been seeing, and indicated that he found it favorable.

He then outlined the optional quotes he received from United Healthcare (and Humana. He stated that the United Healthcare plan was the closest, and Humana was much higher, and therefore not a good option. He also indicated that he had looked into self-funded programs, but that most declined due to the market snapshot. He indicated that he had looked into the Blue Cross/Blue Shield HMO plan as well, however, it did not provide for coverage outside the state of Illinois. The United Healthcare plan was significantly different in coverages, as it only provides for 80% coinsurance, versus 100% coinsurance with Blue Cross. It also has a higher out-of-pocket limit. In addition to these differences, the prescription costs were significantly higher than Blue Cross. All of these differences would cause a much higher amount paid by the employees.

He then proceeded to discuss the dental and vision insurance, which is through Delta Dental of Illinois. The premium remained the same, and Mr. Carlson indicated that this was a good program and pricing.

He also presented the AD&D (accidental death and disability), and long and short-term disability through Principal. He stated that they initially provided a 15% increase, but Mr. Carlson asked for some relief, and he was able to get Principal to agree to a 9.6% renewal. After advising of several of the value added programs for each coverage, Mr. Carlson took questions, and discussion of the entire insurance program followed. Mr. Carlson left the meeting at 6:35 p.m.

Chairman Topcik then stated that he would like a motion to approve and use the consent agenda. Trustee Jaeger made a motion to use and approve the consent agenda, which was seconded by Trustee Walsh. The vote on roll call was: Trustees Mitchell, aye; Walsh, aye; Ruchti, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

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OPERATIONS & MAINTENANCE ACCOUNT March, 2021 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Feb-21	2,634.65
2921	Federal Withholding Taxes	Feb-21	3,191.83
2922	IL Department of Revenue	Monthly Remittance	1,075.48
2923	WI Department of Revenue	Monthly Remittance	530.16
2925	IL Dept. of Employment Security	Feb-21	154.22
7205	FICA Withholding Taxes (ER Portion)	Feb-21	2,634.65
7255	Correll Co.	Feb-21	5,885.01
7211	Commonwealth Edison	Electricity - Feb-21	69.41
7211	Constellation New Energy	Electricity - Feb-21	12,927.41
7215	PDC Laboratories	Sample Testing	104.00
7221	Hawkins	Chlorine Shipment	761.50
7221	Nalco	Nalclear	4,956.68
7222	Ace Hardware	Misc. Supplies	127.74
7223	Core & Main	Meter testing & recalibration	2,082.00
7223	Erickson, C. Design	Snowplowing	3,331.25
7223	Grainger, W.W.	Maintenance Supplies	185.26
7223	Lakeland Larsen Elevator	Annual Pressure Test	210.00
7225	Concentric Integration	Time & Material Support Services	1,266.95
7225	Hansen Associates, Inc.	Apr-21 Copier Maintenance	95.00
7225	Klean Korner's Commercial Cleaning	Janitorial Service Feb-21	500.00
7225	Lakeland Larsen Elevator	Quarterly Elevator Maintenance	339.62
7231	DeLage Landen Financial Services	Apr-21 Copier Lease	124.12
7232	AT&T	Telephone Service	1,125.05
7232	Verizon Wireless	Cellular Phone/Data Service	464.88
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	341.25
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	92.80
7235.2	Baillie, Anthony	Deductible Reimbursement	146.91
7235.2	Blue Cross/Blue Shield	Apr-21 Health Insurance	7,655.53

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7235.2	Euclid Managers (Delta Dental)	Apr-21 Dental/Vision	488.98
7235.2	IL Public Risk	Workers Compensation 2nd Qtr. 2021	2,209.00
7235.2	Pintescu, Ioan	Deductible Reimbursement	126.92
7235.2	Principal Insurance	Apr-21 Disability/AD&D	551.73
7235.2	Thompson, Jeremy	Deductible Reimbursement	86.24
7237	Hungerford Technologies	WebEx Service - Teleconference Meeting	26.00
7238	IL Municipal League	Subscription Renewal - 2021	30.00
7241	Hamlin, James	Payroll Fees - Feb-21	201.02
7242	Kucera, Daniel	Legal Services - Feb-21	2,250.00
7243	Clark Dietz	Consulting Engineering Services	1,005.00
7251	Correll Co.	Investment Services	831.00
7251	Zion, City of	Elevator Inspection	110.00

FIRST BANKCARD

	Acct. 7225	Maintenance Contract	30.25
	Acct. 7234	Office Supplies	68.54
	Acct. 7236	Transportation	114.23
	Acct. 7237	Meetings	156.00
	Acct. 7238	Dues/Subscriptions	27.72
	Acct. 7251	Miscellaneous	-44.06
		Total First Bankcard	352.68
		Grand Total - Operations	\$61,281.93

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7299	Clark Dietz	Filter Replacement Project	4,875.00
		Grand Total - R&R	\$4,875.00

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UNFINISHED BUSINESS

- **Filter Underdrain Replacement**– General Manager White stated that the IEPA had the permit application for approximately 45 days. He reminded the board that the approval process could take up to 70 days. He also stated that Boller Construction had submitted the shop drawings, and that after review, General Manager White had some questions, which had been forwarded to Boller for clarification.
- **Replacement Cables between Commonwealth Edison and the Plant** – General Manager White stated that Krause Electric and Commonwealth Edison were onsite February 26 to connect the wires to the transformers, and to connect the wires to the main disconnect at the plant circuit breaker. He indicated that the shutdown took longer than anticipated due to the lag time of the Commonwealth Edison crews arriving onsite. He did indicate that overall everything proceeded well, and the extra time had no effect on the plant, as the generator was running. Discussion of this subject followed.
- **End of Year Projections for availability & R&R charges, and update on Facilities Cost Estimate** –General Manager White included updated charts for estimated availability and R&R charges. He also included another copy of the engineer’s estimated facility costs for fiscal year 2022, which he reminded the board increased by approximately 2.5%. He reviewed the charts, stating that the R&R costs were higher than he initially thought. He proceeded to review the charts and potential R&R contribution numbers for each customer. He reminded the board that these are estimates, which would be close, providing all projects are completed. He did indicate that if the filter underdrain project was not completed, the numbers would be lower. Disc Discussion of this subject followed.
- **Estimated refund and estimated water rate for FY2022** – General Manager White included charts for the estimated projected refund, and the estimated water rate. He reviewed the estimated Operations and Maintenance expenses and estimated depreciation, both of which affect the water rate. He estimated the rate for the coming fiscal year at \$1.6939; an approximate six and a half cent increase. This is in part due to maintenance on plant equipment. General Manager White then proceeded to discuss the estimated refund. He reviewed his estimated figures with the board, indicating that based on estimated expenses the refund would be approximately 5.5% lower than last year. Discussion of this subject followed.
- **Draft Budget** – General Manager White again reviewed the line items for the proposed budget for fiscal year 2022, explaining where he was increasing or decreasing certain items.. Items of note were: Lab fees, supplies, insurance, service contracts, and accounting. Discussion of these subjects followed.
- **Review of Employee Handbook Visit Agreement and tour policy** – Attorney Kucera provided an updated agreement for the District’s Visitor Agreement and Tour Policy. General Manager White indicated that he had no issues with the policy. Trustee Walsh made a motion to accept the policy, which was seconded by Trustee Mitchell. Chairman Topcik asked if any further discussion was desired. There was none. The vote on roll call was: Trustees Mitchell, aye; Walsh, aye; Ruchti, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

NEW BUSINESS

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- **Approval of Fiscal Year 2022 Consulting Engineer Services Agreement with Clark Dietz** – General Manager White presented the consulting engineer services agreement from Clark Dietz for the fiscal year 2022. He stated that per the bond ordinance, it is necessary that the District have a consulting engineer, to approve expenditures. Discussion of this subject followed. Trustee Jaeger made a motion to accept the Clark Dietz agreement, which was seconded by Trustee Mitchell. Chairman Topcik asked if any further discussion was desired. There was none. The vote on roll call was: Trustees Mitchell, aye; Walsh, **nay**; Ruchti, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

Trustee Walsh made a motion to move into executive session to discuss security issues, which was seconded by Trustee Jaeger. Chairman Topcik asked if any further discussion was desired. There was none. The vote on roll call was: Trustees Mitchell, aye; Walsh, aye; Ruchti, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

* * * EXECUTIVE SESSION * * *

MISCELLANEOUS

- Chicago Tribune Article - Waukegan's award-winning water plant renovation will allow city to sell water to neighboring communities – A link to this article was provided, and discussion of this subject took place.

Trustee Mitchell made a motion to adjourn, which was seconded by Trustee Moe.

X

Karen L. Johnston
Board Secretary