

Minutes

July 9, 2024– Board Meeting

On July 9, 2024, the Board of Trustees of the Lake County Public Water District met in a regularly scheduled meeting at the hour of 5:30 p.m. in the conference room of the District, 500 –17th Street, Zion, Illinois. Chair Ruchti opened the meeting at approximately 5:30 p.m. Upon the roll being called, Trustees Ruchti, Monk, Ower, Ewert, Smith, Jaeger were present. Trustee Latif was absent. Also present were General Manager Don White, Operations Manager Jeremy Thompson, and Administrative Assistant/Board Secretary Karen Johnston. District Attorney Dan Kucera was present via telephone.

Chair Ruchti stated that the board approves the employee pension contribution, and that the current amount was 17%. Discussion of this subject followed. Trustee Monk made a motion to approve the pension contribution of 17% for fiscal year 2025, which was seconded by Trustee Jaeger. Chair Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

Chair Ruchti then indicated that he would accept a motion to place the following items on a consent agenda and to accept that consent agenda. Chair Ruchti then asked for a motion to approve the consent agenda, which was made by Trustee Monk, and seconded by Trustee Jaeger. Chair Ruchti asked if discussion was desired for those items, as there was none, and upon the vote, the motion was carried unanimously.

- 8) Regular & Executive Session Minutes of June 25, 2024
- 9) Disbursements for July, 2024
- 10) Treasurer’s Report for June 30, 2024
- 11) Budget Report for June 30, 2024
- 12) End of month June 30, 2024 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT July 2024 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jun-24	3,808.96
2921	Federal Withholding Taxes	Jun-24	5,889.20
2922	IL Department of Revenue	Monthly Remittance	1,454.11
2923	WI Department of Revenue	Monthly Remittance	803.16
7205	FICA Withholding Taxes (ER Portion)	Jun-24	3,808.96
7255	Correll Co.	Jun-24 Pension	7,713.48
7211	Commonwealth Edison	Electricity - Jun-24	81.77
7211	Dynegy	Electricity - Jun-24	31,408.73
7215	Pace Analytical Services	Sample Testing	183.00
7221	Hawkins	Chlorine Shipment	2,189.10

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ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7222	Batteries +	Misc. Supplies	1,189.56
7222	Cintas	First Aid Supplies	58.09
7225	Hansen Associates, Inc.	Aug-24 Copier Maintenance	65.00
7231	DeLage Financial	Aug-24 Copier Lease	161.76
7232	AT&T	Telephone Service	75.00
7232	AT&T - Voiceover IP	Telephone Service	(337.73)
7232	Verizon Wireless	Cellular Phone/Data Service	755.28
7234	Amazon Capital Services	Office Supplies	130.45
7234	ODP Business Solutions	Office Supplies	100.04
7234	UPS	Shipping Charges	4.07
7235	AARP - Health	Medical Insurance for Diane Fragassi	391.91
7235	AARP - Prescription	Prescription coverage for Diane Fragassi	100.70
7235	Andersen, Ryan	Deductible Reimbursement	56.35
7235	Blue Cross/Blue Shield	Aug-24 Health Insurance	14,874.65
7235	Euclid Managers (Delta Dental)	Aug-24 Dental/Vision	662.01
7235	Principal Insurance	Aug-24 Disability/AD&D	1,041.13
7241	Your Payroll Dept.	Payroll Fees - Jun-24	297.60
7242	Kucera, Daniel	Legal Fees - Jun-24	2,070.00
7247	Midwest Marine Contractors, LLC	Intake Inspection & Bent Monitoring	7,600.00
		Grand Total	\$134,548.05
FIRST BANKCARD			
	Acct. 7222	Misc. Supplies	9.92
	Acct. 7234	Office Supplies	29.99
	Acct. 7236	Transportation	155.67
	Acct. 7237	Meetings/Seminars	296.01
	Acct. 7251	Miscellaneous	174.08
		Total First Bankcard	665.67
		Grand Total - Operations	\$135,213.72

[ORDINANCES/RESOLUTIONS:](#)

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Audit Report & Rate Adjustment Resolution: Chair Ruchti then presented and read the following Resolution:

AN ORDINANCE
APPROVING AUDIT AND FIXING
OF RATES AND BILLING ADJUSTMENTS

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT as follows:

1. That the report of the audit of the books and records of the District for the fiscal year ended April 30, 2024, and the recommended computation of revised rates applicable to the District's customers, as prepared by Eccezion and incorporated herein by reference be and hereby received, approved and placed on file, and
2. That the revised rates therein computed for the sale of water are in accordance with the separate contracts with the City of Zion, the Village of Winthrop Harbor, and with the State of Illinois Department of Conservation (IDNR), and with applicable requirements of Illinois law and bond ordinances of the District, and are hereby established as the rates to be charged to these three customers effective August 1, 2024.

(CORPORATE SEAL)

LAKE COUNTY PUBLIC WATER DISTRICT

ATTEST:

Michael B. Ruchti, Chair, Board of Trustees

Karen Johnston, Secretary

PRESENTED AND READ: July 9, 2024
PASSED AND APPROVED: July 9, 2024

ROLL CALL VOTE

Trustees voting aye:
Trustees voting nay:
Trustees absent:

MOTION CARRIED

Trustee Jaeger made a motion to accept the prevailing wage ordinance as presented, which was seconded by Trustee Monk. Chair Ruchti declared the motion carried on the following roll call vote.

Ayes: (6), A. Monk; D. Ower; T. Ewert; K. Smith; D. Jaeger, M. Ruchti

Nays: (0)

Absent: (1) S. Latif

UNFINISHED BUSINESS

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- **Update of research, grant writing services, and loan application to apply for funding from the IEPA Public Water Supply Loan Program (PWSLP)** – General Manager White advised that he had no updates regarding this matter, however he anticipated new information would be available next month.
- **Update of Low Lift Pump #2 Variable Frequency Drive (VFD) Replacement** – General Manager White stated that he had finally been able to resolve the issue on the project. He stated that he had received the requisite documentation to verify that the components of the proposal satisfy the criteria outlined in the bid documents. After he and Operations Manager Thompson reviewed those documents, it was decided the variable frequency drive would be ordered the next day. Discussion of this subject followed.
- **Update on Brickwork Tuckpointing at Low Lift Pump Station** – General Manager White reported that the bid opening occurred that morning at the District offices. He provided the board with a copy of the bid tabulation which showed P&J Masonry Restoration Professionals was the apparent low bidder. He read the bid amounts, indicating that the bids were relatively close. He stated that he had conducted a thorough investigation of the apparent low bidder and was confident that they were a dependable contractor. Discussion of this subject followed. General Manager White suggested that the board approve this bid. Trustee Jaeger made a motion to approve the bid of P&J Masonry Restoration Professionals in the amount of \$27,350.00 for the tuckpointing work at the Low Lift Pump station, which was seconded by Trustee Ower. Chair Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

MISCELLANEOUS

- **Review CRG Search Recommendations for General Manager Position. Approval as necessary to extend employment offer.** – General Manager White indicated that the District could request resumes from the AWWA (American Water Works Association), who then asks potential candidates if they are interested in this position. General Manager White stated that he was awaiting a response from AWWA on the resumes the board requested the previous month.

Chair Ruchti advised Tim from CRG had left a voicemail to set up interviews with the two candidates that CRG had found. However, as of the day of the board meeting one of the candidates had backed out. A time was set for the previously established committee to interview the remaining candidate.

- **Intake Inspection** – General Manager White stated that the intake inspection had taken place and wanted to inform the board of the results of that inspection. He initiated the discussion by explaining the intake to the newer board members, indicating that the pipeline was responsible for bringing water into the facility. He then showed the board a map with the location of bents, explaining what the bents and their purpose. He proceeded to review the intake inspection report, which had been included in the board packet. The significant issue in the report was a hole in the intake. General Manager White informed the board that it appeared that a contractor working near the intake in November of last year had caused the damage. He stated that he had been informed that the pipeline had been struck at the time, but that their diver did not discover any damage at that time. General Manager White informed the board that he had reached out to Carl Chase and Dennis White, the District's marine consultants, to obtain their recommendations on the most effective approach to repairing the intake pipe. Additionally, General Manager White contacted suppliers

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who manufacturer and repair pipelines to solicit their input. Furthermore, he disclosed that he had contacted Michels Corporation, the contractor responsible for the pipe's damage, to notify them that the pipe had indeed been damaged last year and that Michels had some suggestions for the most effective method of repairing the pipe. General Manager White indicated that Michels Corporation has accepted responsibility for the damage. General Manager White informed the board that he would provide updates on the status of this matter. Discussion of this subject followed.

Trustee Jaeger made a motion to adjourn, which was seconded by Trustee Ower.