

Minutes

August 13, 2024- Board Meeting

On August 13, 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 arrived at 5:35 p.m. 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 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 Jaeger, and seconded by Trustee Ower. 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 Session Minutes of July 9, 2024
- 9) Disbursements for August, 2024
- 10) Treasurer’s Report for July 31, 2024
- 11) Budget Report for July 31, 2024
- 12) End of month July 31, 2024 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT **August 2024 – Disbursements**

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7211	Commonwealth Edison	Electricity - Jun-24	80.24
7211	Dynegy	Electricity - Jul-24	16,466.52
7221	Hawkins	Chlorine Shipment	2,189.10
7221	Usalco	Aluminum Sulfate Shipment	7,905.07
7221	Univar Solutions	Fluoride Shipment	10,402.00
7222	Ace Hardware	Misc. Supplies	366.73
7222	Amazon Capital Services	Misc. Supplies	294.49
7222	Cintas	First Aid Supplies	53.64
7222	Cummins	Misc. Supplies	138.03
7222	Grainger	Misc. Supplies	242.28
7222	McMaster-Carr	Misc. Supplies	163.15
7223	Air Con	Inspected unit; condenser coils plugged	195.00
7223	Hawkins	Vacuum Regulator	1,442.92
7223	ProFlow Pumping Solutions	Maintenance Supplies	238.57

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ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7225	Concentric Integration	Support Services	5,432.80
7225	Erickson Designs, C.	Landscaping - June & July	2,254.64
7225	Hansen Associates, Inc.	Sep-24 Copier Maintenance	65.00
7231	DeLage Financial	Sep-24 Copier Lease	161.76
7232	AT&T	Telephone Service	792.64
7232	AT&T - Voiceover IP	Telephone Service	(337.73)
7232	Verizon Wireless	Cellular Phone/Data Service	757.14
7234	Amazon Capital Services	Office Supplies	21.94
7234	ODP Business Solutions	Office Supplies	133.63
7235	AARP - Health	Medical Insurance for Diane Fragassi	400.08
7235	AARP - Prescription	Prescription coverage for Diane Fragassi	100.70
7235	Blue Cross/Blue Shield	Sep-24 Health Insurance	13,937.07
7235	Euclid Managers (Delta Dental)	Sep-24 Dental/Vision	662.01
7235	Madison, Jim	Deductible Reimbursement	761.49
7235	Principal Insurance	Sep-24 Disability/AD&D	1,041.13
7239	LiftOff, LLC	Annual Cyber Security	3,931.20
7242	Kucera, Daniel	Legal Fees - Jul-24	990.00
7251	Correll Co.	Investment Services	1,498.00
7255	Correll Co.	Jul-24 Pension	7,786.60
		Total	80,567.84

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	49.98
	Acct. 7225	Service Contracts	41.97
	Acct. 7234	Office Supplies	29.99
	Acct. 7236	Transportation	196.68
	Acct. 7237	Meetings/Seminars	358.87
		Total First Bankcard	677.49
		Grand Total - Operations	81,245.33

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R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7300	Crescent Electric	LL Pump #2 VFD Repl. - Drive Support	1,035.00
		Total	1,035.00

UNFINISHED BUSINESS

- **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, and reminded the board that the process would take approximately six months.
- **Update of Low Lift Pump #2 Variable Frequency Drive (VFD) Replacement** – General Manager White stated he placed the order for the variable frequency drive after he and Operations Manager Thompson had evaluated the revised submittal from Crescent Electric and determined that it complied with the variable frequency drive specifications. General Manager White further stated that he reached out to Matt McGrain at Krause to verify that their installation quote was still valid. Matt validated that it was and requested that the drawings and proposal from Crescent be forwarded to him for his records. Discussion of this subject followed.
- **Update on Brickwork Tuckpointing at Low Lift Pump Station** – General Manager White stated that the bid tabulation had been presented to the board at the July board meeting. He reviewed the results of the bid, indicating that P&J Masonry had been the low bidder. Subsequently, he conducted a thorough investigation of the company and determined it to be reputable. Consequently, the board approved their bid. General Manager forwarded the requisite documentation to P&J Masonry the following day and issued the notice to proceed after receiving the countersigned documents.

He indicated that he had met with P&J the day of this board meeting to review the logistics of the project. He reported that the roofing company would need to remove the flashing prior to P&J starting the tuckpointing work. P&J and the roofing contractor will coordinate their work. P&J advised that they anticipated starting the project the next week. Discussion of this subject followed.

- **Update of Intake Pipe Repairs** – General Manager White stated at the July board meeting during the presentation of the annual intake inspection report, a hole had been discovered in the intake pipeline. He reviewed the events that had occurred subsequent to the damage's discovery with the board, addressing the timeline of the damage. General Manager White advised that he had communicated with the District's attorney, insurance agent, and Michels Corporation, the firm responsible for the damage. He indicated that Michels agreed to repair the damage and would have their engineering department evaluate the damage. General Manager White also stated that he had decided to investigate a solution and had contacted Thompson Pipe Group, a company that specialized in the manufacturing and repair of similar pipelines. That firm requested further information about the pipeline. General Manager White stated that Michels Corporation had also contacted the same firm before General Manager White could provide the additional information.

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General Manager White indicated that Michels Corporation arranged for a diver from Lindahl Marine to assess the damage and collect the necessary measurements, which they provided to Thompson Pipe Group. General Manager White followed up with Michels who advised they had a solution and would provide General Manager White with that paperwork. This information had not yet been provided to General Manager White as of the date of the board meeting, however, General Manager White stated he would be contacting them the next day. He also advised that he may possibly contact Carl Chase and Dennis White, the District's marine contractors, to get their input on the repairs. Discussion of this subject followed.

NEW BUSINESS

- **EPA Inspection** – Operations Manager Thompson reported that the Illinois Environmental Protection Agency (IEPA) routinely conduct periodic inspections of all community water supplies to determine if their programs for monitoring, maintaining the water supply, and providing appropriate information to the water users meet the requirements of the Illinois Pollution Control Board's public water supply regulations. He stated that an inspector from the IEPA was present at the District for an inspection, and Operations Manager Thompson provided him with a tour of the District's facilities. The District's treatment processes, lab procedures, equipment maintenance, and cyber security, were subjects of discussion. Operations Manager Thompson advised that the inspector would be providing a final inspection report within eight weeks of the inspection.

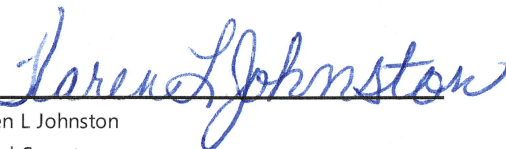
MISCELLANEOUS

- **Update on search for General Manager replacement** – General Manager White stated that after providing the board with information from the AWWA Resume Bank at the July board meeting, none of the candidates the board had shown interest in were interested in the General Manager position.

Chair Ruchti then proceeded to address the District's current employment search firm, stating that they were unable to identify any candidates who were a suitable match for the District's requirements. He further stated that he had found two similar firms that specialized in the water industry. Discussion of this subject followed. The board proceeded to discuss the position. Trustee Ower moved that the board go into executive session to discuss personnel matters, 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.

* * * EXECUTIVE SESSION * * *

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

X 

Karen L Johnston
Board Secretary