

Minutes

September 10, 2024- Board Meeting

On September 10, 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, Ower, Ewert, Smith, Latif and Jaeger were present. Trustee Monk 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 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 Ower, and seconded by Trustee Smith. 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 and Executive Session Minutes of August 13, 2024
- 9) Disbursements for September, 2024
- 10) Treasurer’s Report for August 31, 2024
- 11) Budget Report for August 31, 2024
- 12) End of month August 31, 2024 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT September 2024 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Aug-24	5,663.11
2921	Federal Withholding Taxes	Aug-24	8,865.83
2922	IL Department of Revenue	Monthly Remittance	2,131.47
2923	WI Department of Revenue	Monthly Remittance	1,249.69
7205	FICA Withholding Taxes (ER Portion)	Jul-24	5,663.11
7255	Correll Co.	Aug-24 Pension	11,414.84
7211	Commonwealth Edison	Electricity - Aug-24	80.35
7215	Pace Analytical Services	Sample Testing	1,319.00
7221	Hawkins	Chlorine Shipment	2,187.60
7222	Applied Industrial Technologies	Misc. Supplies	605.14
7222	Berns Corporation	Misc. Supplies	62.35
7222	Cintas	First Aid Supplies	61.19
7222	Geigle Safety Group, Inc.	Safety Training	755.64
7222	Intrepid Industries	Misc. Supplies	238.48
7222	McMaster-Carr	Misc. Supplies	46.45

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7223	Air Con	2nd Floor unit not cooling	195.00
7223	American Building Services	Automatic Door motor & control replacement (2)	7,467.00
7223	Kelly's Sanitary Service	Septic Tank Pumping	300.00
7223	Peterson, E. Plumbing	Test & Repair Backflow Preventer	1,085.00
7223	ProFlow Pumping Solutions	Maintenance Supplies	236.26
7223	Waukegan Roofing	Repair holes in roof of LL Pump Bldg.	2,281.99
7225	Concentric Integration	Support Services	2,660.00
7225	Hansen Associates, Inc.	Oct-24 Copier Maintenance	65.00
7225	Lakeland/Larsen Elevator	Quarterly Elevator Maintenance	368.10
7231	DeLage Financial	Oct-24 Copier Lease	161.76
7232	AT&T	Telephone Service	1,281.62
7232	AT&T - Voiceover IP	Telephone Service	(337.73)
7232	Verizon Wireless	Cellular Phone/Data Service	757.26
7234	Amazon Capital Services	Office Supplies	144.15
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	Oct-24 Health Insurance	14,405.86
7235	Euclid Managers (Delta Dental)	Oct-24 Dental/Vision	662.01
7235	IL Public Risk Fund	4th Qtr. Workers' Compensation	4,464.00
7235	Principal Insurance	Oct-24 Disability/AD&D	1,041.13
7235	West's Insurance	End't. inc. limit for Trustee Jaeger	150.00
7241	Your Payroll Dept.	Payroll Fees - Aug-24	336.27
7242	Kucera, Daniel	Legal Fees - Aug-24	2,092.50
7251	Correll Co.	Investment Services	998.00
		Total	81,660.21

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	52.89
	Acct. 7225	Service Contracts	41.97
	Acct. 7234	Office Supplies	79.99
	Acct. 7236	Transportation	292.80
	Acct. 7237	Meetings/Seminars	346.00
		Total First Bankcard	813.65
		Grand Total - Operations	82,473.86

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R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7300.29	Dahme Mechanical	Remove/Replace 16" Check Valve	24,023.00
		Total	24,023.00

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 reported that he had emailed Elisa Bonkowski and Mike Foley of Baxter and Woodman regarding the status of the loan. He reminded the board that the process can take up to six months, and Ms. Bonkowski said she would begin monitoring the situation in November.
- **Update of Low Lift Pump #2 Variable Frequency Drive (VFD) Replacement** – General Manager White stated that the District is still awaiting delivery of the variable frequency drive.
- **Update on Brickwork Tuckpointing at Low Lift Pump Station** – General Manager White stated that P&J Masonry started the repair work at the Low Lift Pump Station on September 4. They discovered on the first day of the repair that the interior parapet wall would require demolition and reconstruction. A \$3,800 proposal for the extra work was included, which General Manager White thought was a fair price. Since this is a modification to the bid contract, the board would need to approve a change order and related resolution. Discussion of this subject followed.

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Chair Ruchti read the following resolution:

RESOLUTION

WHEREAS, the Lake County Public Water District ("District") has entered into a contract dated July 11, 2024, with P&J Masonry Restoration ("Contractor"); and

WHEREAS, it is proposed that the District approve and authorize change order #1, Rebuild the crumbling/displaced brick of the parapet wall at the Low Lift Pump Station, and a time extension for the additional work \$3,800.00.

NOW, THEREFORE, BE IT RESOLVED that the District finds as follows:

1. That the circumstances which necessitate the change in performance were not reasonably foreseen at the time the contract was signed; and
2. That the change is germane to the original contract as signed; and
3. That the change order is in the best interests of the District and is authorized by law.

BE IT FURTHER RESOLVED that the District hereby approves the attached change order and hereby authorizes and directs the General Manager to execute the attached change order on behalf of the District.

LAKE COUNTY PUBLIC WATER DISTRICT



Michael B. Ruchti
Chair, Board of Trustees



PRESENTED AND READ: September 10, 2024

ROLL CALL VOTE:

Trustees voting aye: D. Ower; T. Ewert; K. Smith; S. Latif; D. Jaeger; M. Ruchti
Trustee voting nay: None
Trustees absent: A. Monk

MOTION CARRIED

Trustee Jaeger made a motion to approve the change order and change order resolution for the additional work for the Low Lift Pump Station tuckpointing, which was seconded by Trustee Ewert. Chair Ruchti asked if any further discussion was desired. There was none. Upon the roll call vote as follows, the motion was carried.

Ayes: (6) D. Ower; T. Ewert; K. Smith; S. Latif; D. Jaeger; M. Ruchti
Nays: (0) None
Absent: (1) A. Monk

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- **Update of Intake Pipe Repairs** – At the August board meeting, General Manager White stated that he was anticipating a repair plan for the hole in the intake pipeline from Dustin Strauss of Michels. Mr. Strauss did provide the plan on August 22. As there was a lack of in-depth detail, General Manager White compiled a list of questions, to which Mr. Strauss responded, and General Manager White included in the board packet. Additionally, General Manager White stated that he had conferred with Mr. Carl Chase, the District's intake pipeline consultant, regarding this information. Mr. Chase confirmed that the proposed repair would be feasible. General Manager White then read Mr. Strauss' responses to his queries. Michels was authorized by General Manager White to proceed with the repair, as the District has previously collaborated with them and they have demonstrated their proficiency as contractors. This subject was then discussed.

NEW BUSINESS

- **Approval of Winthrop Harbor Request to Videotape Plant Operations for Social Media** – General Manager White stated that Mr. Tim Nearing, Village of Winthrop Harbor Superintendent of Public Works, inquired about the District's willingness to facilitate a videotaped tour of the plant, during which a representative would discuss the operations and associated costs. This video would be included in Winthrop Harbor's social media education series, which is intended to address rate and capital fee increases. At this point Vice-Chair Ower made a motion to move into executive session to discuss security, which was seconded by Trustee Ewert. 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** * * *

Upon leaving executive session, Trustee Ower made a motion to reject filming of a video but provide a representative to the Village of Winthrop Harbor, should they like, 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.

- **Annual Safety Training for Water Operators** – Operations Manager Thompson stated that safety training is required by OSHA annually to ensure that employees are informed about safety protocols, are able to identify hazards in the workplace, and are prepared for emergencies. Last year the District hired Emery & Associates to conduct four days of in-person training to ensure proper initial training for our new operators at a cost of \$7,400. Operations Manager Thompson stated that he decided to investigate online training as an option as well as in person training. He stated that online training would allow each employee to complete the required refresher courses at their own pace while enabling Operations Manager Thompson to monitor their progress and ensure they complete the courses in a timely manner.

Operations Manager Thompson further stated that he had received quotes from two online training companies and included those quotes in his memo. The decision was made to select OSHA Academy because it was the least costly option. Discussion of this subject followed.

- **New Legislation** – Attorney Kucera advised that two new Illinois bills had been passed and signed by the governor. The first PA 103-1038, which amends the Illinois Rivers, Lakes, and Streams Act. This bill would mandate that the IEPA conduct routine water quality monitoring in the vicinity of shores, harbors, and public water supply intakes in Lake County Public Water District Michigan. Attorney Kucera stated that the IEPA's

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monitoring of water quality is not yet defined and that he is unaware of the specifics. He questioned whether this would result in the District expanding its testing or imposing additional treatment requirements in the future. This statute will become effective on January 1, 2025. Discussion of this subject followed.

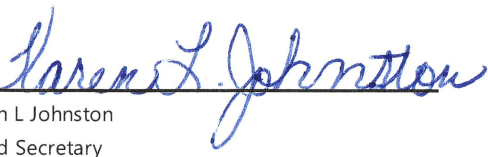
The second bill PA 103-0804, amends the Illinois Human Rights Act, which does apply to the District. It makes it a civil rights violation for an employer to use artificial intelligence in the conditions of employment. make it a civil rights violation to use artificial intelligence in hiring, promotion, discharging, etc., which has the effect of discriminating employees who are of the protected classes under the act. In addition, it is also a civil rights violation if an employer fails to provide notice to an employee that the employer is using artificial intelligence for employment conditions. This statute will become effective on January 1, 2026. Discussion of this subject followed.

MISCELLANEOUS

- **Update on search for General Manager replacement** – Trustee Latif made a motion to move 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 Smith.

X 

Karen L Johnston
Board Secretary