

Minutes

January 14, 2025– Board Meeting

On January 14, 2025, 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 Ower, Ewert, Smith, and Jaeger were present. Trustees Monk and Latif were absent. Also present were General 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. As no motion was made, the items would be discussed individually.

- 4) Approval of Regular & Executive Session Minutes of December 10, 2024
- 5) Disbursements for January 2025
- 6) Treasurer's Report for December 31, 2024
- 7) Budget Report for December 31, 2024
- 8) End of month December 31, 2024 Monthly Operation Summation

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Chair Ruchti asked if there were any questions regarding the December 10, 2024 Regular and Executive session minutes. As there were none, Trustee Ower made a motion to approve the regular and executive session minutes of December 10, 2024, which was seconded by Trustee Smith. Chair Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

DISBURSEMENTS:

General Manager Jeremy Thompson stated that the invoice for wastewater charges must be removed from the list of disbursements, and authorized separately, as it has resulted in the budget exceeding the approved amount for fiscal year 2025. Secretary Johnston clarified that the North Shore Reclamation District is one year behind on their invoicing and has issued the District five bills for the current fiscal year, as opposed to the usual four. She clarified that this has been a persistent issue that has made it challenging to budget, as it was unclear how many invoices North Shore would send during the fiscal year. Discussion of this subject followed. Trustee Ower made a motion to approve payment of the North Shore Water Reclamation bill, which was seconded by Trustee Ewert. Chair Ruchti asked if further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

Trustee Ewert made a motion to approve the remainder of the disbursements, which was seconded by Trustee Smith. Chair Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

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OPERATIONS & MAINTENANCE ACCOUNT January 2025 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Dec-24	4,270.68
2921	Federal Withholding Taxes	Dec-24	6,724.89
2922	IL Department of Revenue	Monthly Remittance	1,672.14
2923	WI Department of Revenue	Monthly Remittance	881.87
7205	FICA Withholding Taxes (ER Portion)	Dec-24	4,270.68
7255	Correll Co.	Dec-24 Pension	9,638.23
7211	Commonwealth Edison	Electricity - Nov-24/Dec-24	133.72
7211	Dynegy	Electricity - Dec-24	17,126.20
7212	No. Shore Water Reclamation District	Wastewater Charges 03/31/24-06/30/24	4,158.08
7215	Pace Analytical Services	Sample Testing	183.00
7221	Hawkins	Chlorine Shipment	2,185.60
7221	Nalco	Nalclear Shipment	5,888.59
7221	Usalco	Aluminum Sulfate Shipment	7,993.62
7222	Ace Hardware	Misc. Supplies	39.96
7222	Cintas	First Aid Supplies	145.68
7222	Grainger, Inc., WW	Misc. Supplies	594.58
7222	Hach Company	Lab Supplies	217.32
7223	Air Con	Zion Pump Station Maintenance	292.50
7223	Hawkins	Maintenance Parts	1,325.00
7223	Krause Electrical Contractors	Labor to troubleshoot motor	745.00
7225	Concentric Integration	Support Services	3,704.60
7225	Hansen Associates, Inc.	Feb-25 Copier Maintenance	65.00
7231	DeLage Financial	Feb-25 Copier Lease	161.76
7232	AT&T	Telephone Service	2,596.09
7232	Verizon Wireless	Cellular Phone/Data Service	764.84
7234	B2B Technologies	Maintenance on phone system	360.00
7234	FedEx	Shipping Charges	54.79
7234	ODP Business Solutions	Office Supplies	58.80
7235	AARP - Health	Medical Insurance for Diane Fragassi	400.08
7235	AARP - Prescription	Prescription coverage for Diane Fragassi	77.70

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ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7235	Andersen, Ryan	Deductible Reimbursement	309.47
7235	Blue Cross/Blue Shield	Feb-25 Health Insurance	14,405.86
7235	EM Benefits(Delta Dental)	Feb-25 Dental/Vision	662.01
7235	Madison, Jim	Deductible Reimbursement	2,818.65
7235	Principal Insurance	Feb-25 Disability/AD&D	1,041.13
7235	White, Don	Deductible Reimbursement	2,618.68
7238	Water Research Foundation	2025 Membership Renewal	3,077.00
7241	Your Payroll Dept.	Payroll Fees - Dec-24	336.02
7242	Kucera, Daniel	Legal Fees - Dec-24	2,745.00
7243	Clark Dietz	Engineering Services	2,266.25
		Total	107,011.07

FIRST BANKCARD			
	Acct. 7222	Misc. Supplies	18.17
	Acct. 7225	Service Contracts	41.97
	Acct. 7234	Office Supplies	385.90
	Acct. 7236	Transportation	129.00
	Acct. 7237	Meetings/Seminars	2,698.42
		Total First Bankcard	3,273.46
		Grand Total - Operations	110,284.53

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7300.31	Crescent Electric	LL Pump #2 - VFD Replacement - Start Up	4,362.00
		Total	4,362.00

TREASURER'S REPORT:

Chair Ruchti inquired whether there was any desire for discussion regarding the Treasurer's Report. As there was none, Trustee Jaeger made a motion to approve the Treasurer's Report for December 2024, 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.

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BUDGET REPORT:

Chair Ruchti inquired whether there was any desire for discussion regarding the Budget Report. Trustee Ower inquired about the transportation budget. Secretary Johnston clarified that the general manager search and the potential for reimbursement of travel expenses for potential candidates and a possible truck purchase were the reasons for the increased cost of this item in comparison to previous years. Trustee Jaeger made a motion to approve the December 2024 budget, 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.

MONTHLY OPERATION SUMMATION (MOS) REPORT:

Chair Ruchti inquired whether there was any desire for discussion regarding the Monthly Operation Summation (MOS) Report. Chair Ruchti mentioned that the finished water was higher than the previous year. Operations Manager Thompson stated that there had been several main breaks which resulted in higher water use. Discussion of this subject followed. Trustee Jaeger made a motion to approve the December 2024 Monthly Operations Summation report, which was seconded by Trustee Smith. Chair Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

RESOLUTIONS:

Chair Ruchti presented and read the following resolution. He explained that this resolution removes Donald White as the General Manager, Treasurer, and Pension Plan trustee. It also adds Jeremy Thompson as the General Manager, Treasurer, and Pension Plan trustee.

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT:

1. JEREMY THOMPSON be and is hereby elected Treasurer of the Board beginning January 3, 2025 and thereafter until a successor is elected. In performance of duties as Treasurer, he shall receive no compensation.
2. The appointment of Treasurer contained in this Resolution replaces the appointment of Treasurer contained in Paragraph 4 of a Resolution approved by the Board on May 14, 2024.
3. JEREMY THOMPSON be and is hereby elected Pension Fund Trustee of the District beginning January 3, 2025 and thereafter until a successor is elected. In performance of duties as Pension Fund Trustee, he shall receive no compensation.
4. The appointment of Pension Fund Trustee contained in this Resolution replaces the appointment of Pension Fund Trustee contained in Paragraph 5 of a Resolution approved by the Board on May 14, 2024.
5. JEREMY THOMPSON be and is hereby elected General Manager of the District beginning January 3, 2025 and thereafter until a successor is elected. His compensation as General Manager shall be determined by the Board of Trustees.
6. The appointment of General Manager contained in this Resolution replaces the appointment of General Manager contained in Paragraph 6 of a Resolution approved by the Board on May 14, 2024.



LAKE COUNTY PUBLIC WATER DISTRICT

Michael S. Ruchti
Michael S. Ruchti
Chair, Board of Trustees

PRESENTED AND READ January 14, 2025
APPROVED January 14, 2025

ROLL CALL VOTE
Trustees voting aye: B. Jaeger, T. Smith, R. Smith, B. Jaeger, B. Ruchti
Trustees voting nay: None
Trustees absent: B. Smith, C. Smith

MOTION CARRIED

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Trustee Ewert made a motion to approve the resolution, which was seconded by Trustee Smith. Chair Ruchti asked if any further discussion was desired. There was none. Chair Ruchti declared the motion carried upon the following roll call vote:

Ayes: (5) D. Ower; T. Ewert; K. Smith; D. Jaeger; M. Ruchti
Nays: (0)
Abstain: (0)
Absent: (2) A. Monk; S. Latif

Chair Ruchti presented and read the following Correll Co. resolution which removed Donald White as the trustee from the 457 Plan/Pension Plan funds. Chair Ruchti explained that this is Correll Co.'s form for their internal use:

Resolution

WHEREAS, Lake County Public Water District (Employer) maintains the Lake County Public Water District Retirement Trust (Trust);

WHEREAS, the Trust serves part of the Lake County Public Water District Profit Sharing Retirement Plan (Retirement Plan) and of the Lake County Public Water District Section 457 Deferred Compensation Plan (Deferred Compensation Plan);

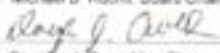
WHEREAS, Employer desires to change the Trustee of the Trust;

NOW, THEREFORE, on this 14th day of January, 2025, the undersigned hereby:

1. Remove Donald White as Trustee of the Trust, effective December 31, 2024.
2. Appoint Jerome Thompson as Trustee of the Trust, effective December 31, 2024.

Signatures


Signature: Michael B. Ruchti, Board Chair


Signature: Douglas J. Ower, Vice Chair

Signature: Amos J. Monk, Trustee


Signature: Terri L. Ewert, Trustee


Signature: Kristine C. Smith, Trustee

Signature: Suriyya A. Latif, Trustee

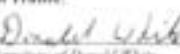

Signature: Douglas A. Jaeger, Trustee

Acknowledgments

I accept the appointment as Trustee:

01/14/25 
Date signed Signature of Jerome Thompson

I accept removal as Trustee:

01/14/25 
Date signed Signature of Donald White

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In Witness Whereof, the Employer and the Trustee have caused this Agreement to be executed on the
14th day of January 2025

Employer: Lake County Public Water District

by: 

Print Name: Michael B. Ruchti

Title: Board Chair

Trustee:

Signed: 

Print Name: Jeremy Thompson

Trustee Ewert made a motion to approve the resolution, which was seconded by Trustee Smith. Chair Ruchti asked if any further discussion was desired. There was none. Chair Ruchti declared the motion carried upon the following roll call vote:

Ayes:	(5)	D. Ower; T. Ewert; K. Smith; D. Jaeger; M. Ruchti
Nays:	(0)	
Abstain:	(0)	
Absent:	(2)	A. Monk; S. Latif

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 Thompson stated that he contacted Elisa Bonkowski and Mike Foley of Baxter and Woodman (B&W) regarding the status of the loan application. General Manager Jeremy Thompson was advised that B&W had not received comments from the IEPA as yet, but Chris Covert of the IEPA indicated that they should be issuing a Notice of Preliminary Environmental Impact Determination shortly. General Manager Jeremy Thompson further stated that he was advised by B&W that the District would have to hold a public hearing to receive comments from the public. He also stated that Don White felt that the District would not need to have the hearing. He stated that he would be able to resolve the matter the following day. General Manager Jeremy Thompson also advised that Clark Dietz is still updating the roof specifications, and he is waiting for the generator specifications. Discussion of this subject followed.
- **Update of Low Lift Pump #2 Variable Frequency Drive (VFD) Replacement** – General Manager Jeremy Thompson stated at the previous month's board meeting Don White discussed the issues we had during the new VFD startup. Specifically, when the drive was set to 100% speed output, the pump did not run at full speed. The technician at the time suggested that the issue was with the pump system itself. Subsequent to this, Chris Ferguson of Municipal Well and Pump was contacted to conduct an investigation. Municipal Well and Pump's technician determined that the Low Lift Pump #2 motor had malfunctioned, presumably concurrently with the VFD's failure. On December 20, the Low Lift Pump #2 motor was removed and sent to Dreisliker for repair. The cost of repair and reinstallation

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is \$13,821.00. Once the motor is reinstalled, we will be able to complete the new VFD startup with the integrator.

- ➔ **Update of Intake Pipe Repairs** – Operations Manager Thompson reported that the intake pipe repairs were finalized by Michels Corporation on December 17. Additionally, they verbally verified that they had cleaned the intake from the point of the break to the pump station, as the District had requested. They returned later that week to remove the silt from the wet well at the Pump Station, a task they successfully completed on December 20. Operations Manager Thompson stated that the report from Michels was included in the board packet detailing the work that was done. General Manager Jeremy Thompson stated that he planned to have the repair evaluated during the annual spring inspection.

NEW BUSINESS

- ➔ **Approval of Letter of Direction to Wintrust adding and deleting signatories** – Board Chair Ruchti advised that Wintrust had requested a letter of direction from the board specifying the signatories on the District's bank accounts. A draft copy was included in the board packet. Trustee Ower made a motion to approve the letter of direction to Wintrust, which was seconded by Trustee Jaeger. Chair Ruchti asked if further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

Chair Ruchti also advised that he, Vice-Chair Ower, General Manager Jeremy Thompson, and Secretary Johnston would be meeting with Wintrust to discuss the District's banking needs.

- ➔ **Approval of Consulting & Confidentiality Agreements between the Lake County Public Water District and Donald White as a consultant to the District** – Chair Ruchti stated that this was the agreement between the previous general manager and the District to provide support to General Manager Jeremy Thompson, should the need arise. Chair Ruchti stated that the agreement provided compensation for that support, which included his insurance coverage and retirement benefits. Discussion of this subject followed. Trustee Jaeger made a motion to approve the consulting agreement between Don White and the District, 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.
- ➔ **Approval of Non-Disclosure and Confidentiality Agreement between Don White and the District** – Chair Ruchti stated that this is just a standard non-disclosure agreement. Trustee Ower made a motion to approve the Non-Disclosure and Confidentiality Agreement, which was seconded by Trustee Smith. Chair Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.
- ➔ **New Illinois Laws** – As of January 1, 2025, Attorney Kucera reported that approximately 300 new laws had been enacted. He furnished an inventory of those that he believed were pertinent to the District. Employment and human rights legislation comprised the initial section. The water industry was the subject of the second section. He asserted that one law establishes a State Water Plan Task Force. He stated that he was unaware of the topics that this would address, but that this matter should be monitored.

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MISCELLANEOUS

- **Correll Co. – Quarterly Reports** –General Manager Jeremy Thompson stated that these are the reports provided on a quarterly basis for the District's employees. He indicated that three funds had failed Correll's criteria and would be replaced. Discussion of this subject followed.

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

X 
Karen L. Johnston
Board Secretary