

# Minutes

## February 11, 2025– Board Meeting

On February 11, 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, Latif and Jaeger were present. Trustee Monk was 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 Session Minutes of January 14, 2025
- 5) Disbursements for February 2025
- 6) Treasurer's Report for January 31, 2025
- 7) Budget Report for January 31, 2025
- 8) End of month January 31, 2025 Monthly Operation Summation

### **MINUTES:**

Chair Ruchti asked if there were any questions regarding the January 14, 2025 regular session minutes. As there were none, Trustee Jaeger made a motion to approve the January 14, 2025 regular session minutes, 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:**

Chair Ruchti asked if there were any questions regarding the February 11, 2025 disbursements. Trustee Ower inquired about the ammonia analyzer on the list of disbursements. General Manager Thompson stated that the District did not currently have an ammonia analyzer as this had not previously been a required test, and as it was now, the purchase of the ammonia analyzer was necessary. Discussion of this subject followed. Trustee Ower made a motion to approve the February 2025 disbursements, which was seconded by Trustee Smith. Chair Ruchti asked if further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

### **OPERATIONS & MAINTENANCE ACCOUNT February 2025 – Disbursements**

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jan-25	6,048.25
2921	Federal Withholding Taxes	Jan-25	9,819.68
2922	IL Department of Revenue	Monthly Remittance	2,297.09
2923	WI Department of Revenue	Monthly Remittance	1,340.99
2925	IL DES	Jan-25	539.92
7205	FICA Withholding Taxes (ER Portion)	Jan-25	6,048.25
7255	Correll Co.	Jan-25 Pension	13,624.63

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7211	Commonwealth Edison	Electricity - Jan-25	86.07
7211	Dynegy	Electricity - Jan-25	22,799.08
7215	Pace Analytical Services	Sample Testing	558.00
7221	Hawkins	Chlorine Shipment	2,185.60
7221	Usalco	Aluminum Sulfate Shipment	7,460.74
7222	Ace Hardware	Misc. Supplies	26.99
7222	Amazon Capital Services	Misc. Supplies	547.38
7222	Cintas	First Aid Supplies	84.00
7222	Hach Company	Lab Supplies	509.28
7222	McMaster-Carr	Misc. Supplies	317.33
7223	Carrier & Sandstedt Ent. Inc.	Railing Repairs	1,933.75
7223	Erickson, C. Designs	Snowplowing	1,340.00
7223	Grainger, Inc., WW	Misc. Supplies	85.87
7223	NIR Roof Care	Roof Repairs	985.00
7223	Prime USA Scales	Fluoride Scale	1,298.00
7223	ProFlow Pumping Solutions	Ammonia Analyzer System	19,378.76
7223	United States Plastic Corp.	Maintenance Parts	335.07
7225	Concentric Integration	Support Services	3,080.00
7225	Hansen Associates, Inc.	Mar-25 Copier Maintenance	65.00
7231	DeLage Financial	Mar-25 Copier Lease	161.76
7232	AT&T	Telephone Service	933.14
7232	Verizon Wireless	Cellular Phone/Data Service	1,023.27
7234	Amazon Capital Services	Office Supplies	150.35
7234	Dell Marketing LP	Software	243.69
7234	FedEx	Shipping Charges	26.08
7234	ODP Business Solutions	Office Supplies	51.67
7235	AARP - Health	Medical Insurance for Diane Fragassi	400.08
7235	AARP - Prescription	Prescription coverage for Diane Fragassi	89.20
7235	Blue Cross/Blue Shield	Mar-25 Health Insurance	14,405.86
7235	EM Benefits(Delta Dental)	Mar-25 Dental/Vision	662.01
7235	Johnston, Karen	Deductible Reimbursement	7,833.59
7235	Principal Insurance	Mar-25 Disability/AD&D	1,041.13
7235	White, Don	Deductible Reimbursement	3,275.61



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7237	IL Section AWWA	Seminar	40.00
7241	Your Payroll Dept.	Payroll Fees - Jan-25	485.31
7242	Kucera, Daniel	Legal Fees - Jan-25	877.50
7243	Clark Dietz	Engineering Services	1,995.00
7251	Correll Co.	Investment Services	1,570.00
7251	Daily Herald	SRL Advertisement	87.40
<b>Total</b>			<b>138,147.38</b>

## **FIRST BANKCARD**

	Acct. 7222	Misc. Supplies	71.82
	Acct. 7225	Service Contracts	41.97
	Acct. 7234	Office Supplies	29.99
	Acct. 7236	Transportation	147.28
	Acct. 7237	Meetings/Seminars	223.88
	Acct. 7238	Dues/Subscriptions	91.80
<b>Total First Bankcard</b>			<b>606.74</b>
<b>Grand Total - Operations</b>			<b>138,754.12</b>

## **R&R**

<b>ACCT. #</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT DUE</b>
7300.31	Dreisilker Electric Motors	LL Pump #2 - Motor Rebuild	13,821.00
<b>Total</b>			<b>13,821.00</b>

## **TREASURER'S REPORT:**

Chair Ruchti inquired whether there was any desire for discussion regarding the Treasurer's Report. Trustee Ower mentioned the minimum account threshold for the payroll account. The board discussed that previous general manager Don White would no longer be drawing a salary, and the necessity to increase this minimum threshold could be unnecessary. Discussion of this subject followed. Trustee Latif made a motion to approve the Treasurer's Report for January 2025, 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.

## **BUDGET REPORT:**

Chair Ruchti inquired whether there was any desire for discussion regarding the Budget Report for January 2025. As there was none, Trustee Ower made a motion to approve the January 2025 budget,

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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.

## **MONTHLY OPERATION SUMMATION (MOS) REPORT:**

Chair Ruchti inquired whether there was any desire for discussion regarding the Monthly Operation Summation (MOS) Report. As there was none, Trustee Jaeger made a motion to approve the January 2025 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.

## **COMMITTEE REPORTS**

Chair Ruchti advised that he had made the committee assignments and would be discussing these later in the meeting.

## **UNFINISHED BUSINESS**

- ***Update of Loan Application for funding from the IEPA Public Water Supply Loan Program (PWSLP)*** – General Manager Thompson stated that Elisa Bonkowski of Baxter & Woodman (B&W) informed him that the District was not obligated to conduct a public hearing for comments on this project. However, the publication of a public notice was required, and was published in the Daily Herald on January 20. There were no comments after the publication of the notice. Ms. Bonkowski forwarded a letter to Chris Covert of the IEPA concerning this matter, along with the certificate of publication, in order to obtain Project Plan approval. Subsequently approval was granted.

## **NEW BUSINESS**

- ***Nimec Electrical Contract Renewal Discussion. Approval of Resolution Authorizing General Manager to execute a new electrical supply agreement determined by NIMEC 2023 bidding process*** – General Manager Thompson stated that the District is a member of NIMEC, an electrical purchasing cooperative. The contracts for the cooperative expire in May 2025. The cooperative members will be bidding on electrical pricing on March 4, 2025. These bids expire at 4:30 p.m. on the same day. The District is currently paying \$0.05864/KWH. NIMEC anticipates approximately a 15% increase in supply costs, and a decrease in delivery costs. They predict an approximate 10% power price increase, overall.

The General Manager has been granted the authority to select the contract by the board in the past. In order to achieve this, the board must approve a resolution that grants the General Manager the authority to select the contract that appears to be the most appropriate for the District. The board will ratify the contract at the March meeting, following the General Manager's decision.

Chair Ruchti read the following resolution:

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## RESOLUTION

WHEREAS, the Lake County Public Water District ("District") heretofore has approved its membership in the Northern Illinois Municipal Electric Collaborative ("NIMEC") for the purpose of the acquisition of electrical energy through NIMEC's bidding process, and desires to authorize its General Manager to approve a contract with the lowest cost electricity provider identified as the result of NIMEC's 2025 bidding process.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE DISTRICT AS FOLLOWS:

1. That the membership of the District in NIMEC for the purpose of obtaining an electricity supply for the District's requirements through NIMEC's 2025 bidding process is confirmed.
2. That the General Manager is authorized to execute a contract having a term of up to 36 months with the lowest cost electricity provider determined by NIMEC's 2025 bidding process, and that the General Manager is directed to present the contract to the Board of Trustees for ratification at the first regular Board meeting following execution of the contract.

(CORPORATE SEAL)

LAKE COUNTY PUBLIC WATER DISTRICT

\_\_\_\_\_  
Michael B. Ruchti  
Chair, Board of Trustees

ATTEST:

\_\_\_\_\_  
Karen L. Johnston  
Secretary, Board of Trustees

PRESENTED AND READ: February 11, 2025  
PASSED AND APPROVED: February 11, 2025

ROLL CALL VOTE:

Trustees voting aye: D. Ower, T. Ewert, K. Smith, S. Latif, D. Jaeger, M. Ruchti  
Trustee voting nay:  
Trustees absent: A. Monk

MOTION CARRIED

Trustee Ower made a motion to approve the resolution authorizing General Manager Thompson to approve and sign the electrical contract with NIMEC, which was seconded by Trustee Latif. Chair Ruchti asked if any further discussion was desired. There was none and the motion carried upon the following roll call vote:

**Ayes:** (6) D. Ower; T. Ewert; K. Smith; S. Latif D. Jaeger; M. Ruchti  
**Nays:** (0)  
**Abstain:** (0)  
**Absent:** (1) A. Monk

- **Approval of resolution amending meeting date for June 2025, FY2026 meeting** – General Manager Thompson stated that the as in the past the staff of Eccezion will be unable to attend the board meeting scheduled for June 17 due to a managerial retreat occurring concurrently and have requested that the presentation of the fiscal year 2025 audit take place on June 24. To implement



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this change, it is necessary to adopt a formal resolution, which shall be published via publication in the newspaper. Chair Ruchti read the draft resolution proposing the change of the June meeting date from June 17 to June 24.

### RESOLUTION

WHEREAS, the Lake County Public Water District ("District") Board of Trustees shall hold regular monthly meetings on the second Tuesday of each month at the hour of 5:30 P.M. in the conference room at the District's Filtration Plant located at 500 -17th Street, Zion, Illinois,

WHEREAS, the Board of Trustees desires to move the regularly scheduled Board of Trustees Meeting from Tuesday, June 17, 2025 to Tuesday, June 24, 2025

THEREFORE, Be it resolved by the Board of Trustees for the Lake County Public Water District, that the regularly scheduled Board of Trustees meeting to be held on Tuesday, June 17, 2025 be moved to Tuesday, June 24, 2025.

#### LAKE COUNTY PUBLIC WATER DISTRICT

\_\_\_\_\_  
Michael B. Ruchti  
Chair, Board of Trustees

(CORPORATE SEAL)

ATTEST:

\_\_\_\_\_  
Karen L. Johnston  
Secretary

PRESENTED AND READ: February 11, 2025

#### 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  
Trustees abstaining: None

MOTION CARRIED

Trustee Ower made a motion to approve the resolution changing the June 2025 meeting date from June 17 to June 24, which was seconded by Trustee Latif. Chair Ruchti asked if any further discussion was desired. There was none and the motion carried upon the following roll call vote:

**Ayes:** (6) D. Ower; T. Ewert; K. Smith; S. Latif D. Jaeger; M. Ruchti  
**Nays:** (0)  
**Abstain:** (0)  
**Absent:** (1) A. Monk

➤ **Approval of Eccezion Engagement Letter for FY2025 Final Audit** – General Manager Thompson included a copy of the Eccezion Engagement Letter for the FY2025 Final Audit in the board packet. He outlined the significant changes and asked that the board approve the engagement letter. Trustee Smith made a motion to approve the Eccezion Engagement Letter, 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.

➤ **Projections for R&R** – General Manager Thompson stated that he did not currently have the facilities replacement cost estimate and used an increase of 5% for his projection for the R&R

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charges. He included a chart for the R&R indicating that he anticipated an increase in the R&R charges of approximately \$5,000. Discussion of this subject followed.

- **Estimated Refund and Water Rate for FY2026** – General Manager Thompson included his charts for the projection of the Revenue Delivery Requirement charge and the FY2026 water rate. He stated that he anticipated a decrease in the Revenue Delivery Requirement of approximately \$9,446.14 per month. He also stated that he anticipated an increase in the water rate to \$2.2957 per 1,000 gallons. Discussion of this subject followed.
- **Draft Budget** - General Manager Thompson included his revised budget numbers, along with his line-item discussion outlining which items would vary from the previous version. He reminded the board that this is just an estimate and was still refining the budget. Discussion of this subject followed.

## MISCELLANEOUS

- **Banking** – Chair Ruchti stated that he, Vice-Chair Ower, General Manager Thompson, and Secretary Johnston had met with the Wintrust Group representatives to discuss the District's bank accounts, and in particular fraud and security. He discussed the various accounts and the suggested fraud protections that Ms. Deanne Schmidt, Wintrust suggested. Discussion of this subject followed.
- **Committee Appointments** – Chair Ruchti appointed the following committees for FY2026:

### **Nominations Committee:**

Trustees: Kristine Smith, Chairperson  
Doug Jaeger

### **Salary Committee:**

Trustees: Douglas Ower, Chairperson  
Terri Ewert

### **Employer/Employee Relations Committee:**

Trustees: Suriyya Latif, Chairperson  
Amos Monk

Chair Ruchti then proceeded to discuss the committees and asked that reports be provided no later than the end of April. Discussion of this subject followed.

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

X   
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Karen L. Johnston  
Board Secretary