

# Minutes

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## *September 9, 2025- Board Meeting*

On September 9, 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, Torres, Smith, Latif, and Onan were present. Also present were General Manager Jeremy Thompson, Administrative Assistant/Board Secretary Karen Johnston, and Attorney Bryan Winter. Present as guest speakers from the Wintrust Group, were Deanne Schmidt, in person, and Steve Trout, virtually. Also present was Ms. Gina Roberts, the District’s representative to the Lake County Board.

Chair Ruchti welcomed Mr. Walter Torres, who had been appointed to succeed Trustee Monk, following his passing in June. Representative Roberts then thanked the entire board for their service.

Chair Ruchti subsequently turned the floor over to Ms. Deanne Schmidt from Wintrust, who introduced herself and provided the board with an overview of her background related to her role in the government funds sector of the bank. She also introduced her colleague, Steve Trout, who attended the meeting through Microsoft Teams. She informed the board that her expertise lies in the depository sector of banking, whereas Mr. Trout specializes in the financing domain. Ms. Schmidt and Mr. Trout engaged in a discussion regarding the financing options that their organization could offer to the District. The board was reminded that they hold the District’s Water Revenue Bond Issue. The matter was thoroughly discussed, with the Board questioning the possibility of an early payoff, given the adequate funds available in the Bond Reserve account and noting that the District is scheduled to make its final bond payment in May 2026.

Following the District’s rejection for the IEPA State Revolving Fund Loan, Ms. Schmidt explored potential loan alternatives with Wintrust. Attorney Winter informed the board that, given the District’s non-home rule status, this option is not feasible. Attorney Winter elaborated on the mechanics of home rule and its implications for the District. The topic of Water Revenue Bonds was discussed by both the board and the representatives from Wintrust. Ms. Schmidt and Mr. Trout left the meeting at 6:10 p.m.

Chair Ruchti indicated that he would entertain a motion to use the consent agenda for the following items:

- 6) Approval of Regular Session Minutes of August 12, 2025
- 7) Disbursements for September 2025
- 8) Treasurer’s Report for August 31, 2025
- 9) Budget Report for August 31, 2025
- 10) End of month August 31, 2025 Monthly Operation Summation

Trustee Ower made a motion to use the consent agenda for items 6-10, which was seconded by Trustee Ewert. Chair Ruchti asked if any additional discussion was required, as there was none, and upon the following roll call vote, the motion was approved.

<b>Ayes:</b>	<b>(6)</b>	D. Ower; T. Ewert; W. Torres, K. Smith; S. Latif; A. Onan
<b>Nays:</b>	<b>(0)</b>	None
<b>Absent:</b>	<b>(0)</b>	None

Chair Ruchti then indicated that he would entertain a motion to accept the consent agenda. Trustee Onan made a motion to accept the consent agenda, which was seconded by Trustee Smith. Chair Ruchti asked if any additional discussion was required, as there was none, and upon the following roll call vote, the motion was approved, with Chair Ruchti reading the above items into the record.

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**Ayes:** (5) D. Ower; T. Ewert; K. Smith; S. Latif; A. Onan  
**Nays:** (0) None  
**Abstain:** (1) W. Torres  
**Absent:** (0) None

## OPERATIONS & MAINTENANCE ACCOUNT September 2025 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jul-25	4,673.74
2921	Federal Withholding Taxes	Jul-25	6,842.66
2922	IL Department of Revenue	Monthly Remittance	1,396.92
2923	WI Department of Revenue	Monthly Remittance	1,492.69
7205	FICA Withholding Taxes (ER Portion)	Jul-25	4,673.74
7255	Correll Co.	Aug-25 Pension	10,587.67
7211	Commonwealth Edison	Aug-25 Electricity	97.59
7211	Direct Energy	Jun-Aug-25 Electricity	17,893.55
7212	No. Shore Water Reclamation District	Wastewater Charges - 06/30/24-12/31/24	4,146.96
7215	Pace Analytical Services	Sample Testing	288.00
7222	Ace Hardware	Misc. Supplies	516.81
7221	Hawkins	Chlorine Shipment	2,180.60
7222	Amazon Capital Services	Misc. Supplies	79.14
7222	Cintas	First Aid Supplies	75.25
7223	Krause Electric	Labor to reset main breaker.	360.00
7223	Lakeland/Larsen Elevator	Elevator Maintenance	387.00
7223	Marmon Industrial Water	Maintenance Supplies	
7223	Vortex	Calibration of Zion Pump House meters	1,350.00
7225	Hansen Associates, Inc.	Oct-25 Copier Maintenance	65.00
7231	DeLage Financial	Oct-25 Copier Lease	161.76
7232	AT&T	Telephone Service	75.00
7232	Verizon	Telephone Service	667.18
7234	Amazon Capital Services	Office Supplies	16.98
7235	AARP - Health	Health Insurance - Diane Fragassi - Oct-25	479.00
7235	AARP - Prescription	RX Coverage - Diane Fragassi - Oct-25	89.20
7235	Blue Cross/Blue Shield	Oct-25 Health Insurance	16,493.85
7235	EM Benefits(Delta Dental)	Oct-25 Dental/Vision	632.20
7235	IL Public Risk Fund	Work Comp Installment	4,431.00

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7235	Madison, James	Deductible Reimbursement	2,694.00
7235	Pintescu, Ioan	Deductible Reimbursement	1,118.62
7235	Principal Insurance	Oct-25 Disability/AD&D	803.06
7235	Thompson, Jeremy	Deductible Reimbursement	6,919.98
7241	Your Payroll Dept.	Payroll Fees - Aug-25	299.52
7242	Fuqua Winter Ltd.	Legal Services - Aug-25	1,732.50
7251	Correll Co.	Investment Services	670.00
			<b>Total</b>
			<b>\$94,391.17</b>

## FIRST BANKCARD

	Acct. 7222	Misc. Supplies	384.43
	Acct. 7234	Office Supplies	83.16
	Acct. 7236	Transportation	235.70
	Acct. 7237	Meetings/Seminars	344.29
			<b>Total First Bankcard</b>
			<b>1,047.58</b>
			<b>Grand Total - Operations</b>
			<b>\$95,438.75</b>

## R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7300.34	Clark Dietz	Roof Replacement Project	2976.25
7300.40	Laforce	Door Replacement Zion Pump House	11,291.00
			<b>Total</b>
			<b>\$ 14,267.25</b>

## UNFINISHED BUSINESS

- ➔ **Update of Loan Application for funding from the IEPA Public Water Supply Loan Program (PWSLP)** – General Manager Thompson stated that he received a report from Mark Kolczaski of Baster & Woodman concerning the District’s SRF Loan status and the schedule moving forward. Mr. Kolczaski indicated that delays in the District’s customer contract negotiations impacted the timing of the application process. Additionally, a mid-June permit issue date resulted in the project not aligning with the schedule for this funding cycle.

General Manager Thompson further stated that the District will have the opportunity to apply for funding again in 2026, with a funding nomination form required to be submitted by March 31, 2026. Baxter & Woodman has indicated that they will aid with this at no extra charge, as long as the project plan remains consistent. If The District resubmits at this time and secures funding, the roof replacement is projected to be completed by May 2027, while

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the generator replacement is anticipated to be finalized by June 2028. He further reported that should the District decide to explore alternative funding to complete the Phase 1 projects and later seek to reapply for the SRF loan for the Phase 2 projects, a new loan application will need to be submitted. Baxter & Woodman are required to develop a new proposal for the board prior to advancing with this matter. Mark estimates that the expense will be around \$20,000.00. The board discussed this topic at length, with Attorney Winter indicating that he would set up a meeting with Baxter & Woodman to discuss the loan.

- **2025 Intake Stone Placement** – General Manager Thompson stated that he received a quote from Midwest Marine Contractors for the intake work, which is based on their inspection conducted in July. The quote is for 450 tons of stone, replacement of intake riser bolts, and hardware replacement for the intake cone chemical feed line, totaling \$83,428.00. Ensuring the safety of the District's sole raw water intake is essential. Consequently, General Manager Thompson stated he had initiated the development of a bid specification for this project and is also investigating the necessary permits. Discussion of this project followed.
- **Community Solar Subscription** – General Manager Thompson stated that he and Attorney Winter had a conference call with Adam Hoover of Nimec on September 8. General Manager Thompson noted that Mr. Hoover responded to his and Attorney Winter's inquiries satisfactorily; however he believed it would be advantageous for Mr. Hoover address the board in November. Discussion of this project followed.

Trustee Onan left the meeting at 7:30 p.m.

## NEW BUSINESS

- **Replacement of Main Plant Switch Gear** – General Manager Thompson stated that concerns regarding the main switchgear at the Plant emerged in mid-August. Over the course of three weeks, the switchgear has tripped six times, resulting in generator wear and tear along with increased operator overtime. Aaron Robbins from Krause conducted an inspection regarding this issue. He made an effort to modify various settings on the switch; however, this did not resolve the issue. Mr. Robbins recommended substituting the switch with a spare unit that is currently available in the District's inventory. General Manager Thompson stated that he is currently coordinating this work with Krause and Commonwealth Edison. The replacement of this switchgear was initially incorporated in phase 3 of our SRF loan Project Plan. Discussion of this project followed.
- **Resolution Authorizing the Adoption of an Executive Session Policy** – Attorney Winter introduced a proposed policy and resolution for the executive session. He articulated the rationale behind the policy, noting that the District had not established one prior to this. Discussion of this project followed.

Chair Ruchti asked for a motion to accept the policy, and approve the resolution as presented. Trustee Latif made a motion to accept the policy, and approve the resolution as presented, which was seconded by Trustee Smith. Chair Ruchti asked if further discussion was required. As there was none, and upon the following roll call vote, the motion was passed.

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**LAKE COUNTY PUBLIC WATER DISTRICT**

**RESOLUTION NO. 2025 - \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE ADOPTION OF AN EXECUTIVE SESSION POLICY**

**WHEREAS**, pursuant to state statute, all local governments are required to maintain and release executive session meeting minutes ; and,

**WHEREAS**, the Board of Trustees of the Lake County Public Water District desires to adopt the attached Executive Session Policy, a copy of which is attached hereto and marked as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of the Lake County Public Water District, Lake County, Illinois, as follows:

**SECTION 1.** The Corporate Authorities of the District hereby approves and adopts an Executive Session Policy, a copy of which is attached hereto and marked as Exhibit A.

**SECTION 2.** This Resolution shall be in full force and effect from and after this Resolution's passage and approval in the manner provided by law.

(CORPORATE SEAL)

**LAKE COUNTY PUBLIC WATER DISTRICT**

ATTEST:

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

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Karen Johnston, Secretary

PRESENTED AND READ: September 9, 2025

PASSED AND APPROVED: September 9, 2025

ROLL CALL VOTE:

Trustees voting aye:

Trustee voting nay:

Trustees absent:

MOTION CARRIED

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## LAKE COUNTY PUBLIC WATER DISTRICT

### EXECUTIVE SESSION POLICY

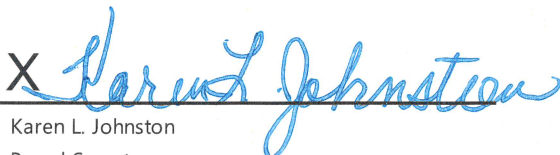
1. **RECORDING EXECUTIVE SESSIONS.** In compliance with the Illinois Open Meetings Act, the Lake County Public Water District (i.e. "District") shall keep a verbatim record of all executive session meetings. The verbatim record shall be in the form of an audio recording. In the case of a virtual meeting, the verbatim record shall be in the form of a video recording.
2. **RESPONSIBILITY FOR RECORDING EXECUTIVE SESSIONS AND MAINTAINING RECORDINGS.** The Secretary shall be responsible for arranging the recording of such executive sessions. In the absence of the Secretary, the meeting Chair will arrange for the audio recording of the executive session of the District. The Secretary shall securely maintain the verbatim audio recordings of all executive sessions of the District at the District's office.
3. **EXECUTIVE SESSION MINUTES.** In addition to the audio recordings of the executive session, the District shall keep minutes of all such meetings in accordance with the requirements of the Illinois Open Meetings Act. The Secretary shall securely maintain all executive session minutes, which have not yet been released to the public.
4. **PROCEDURE FOR RECORDING.** At the beginning of each executive session, the meeting Chair shall announce the time the executive session commences and purpose(s) of the executive session. Those present shall then identify themselves by voice for the audio recording. At the conclusion of the executive session, the Chair shall conclude the executive session with a motion to adjourn.
5. **PROCEDURE FOR REVIEW OF EXECUTIVE SESSION MINUTES AND RECORDINGS.** Periodically, but no less than semi-annually, the District Board of Trustees (i.e. "Board") shall review executive session minutes that have not yet been released to the public. Minutes shall be reviewed in closed session and shall not be released unless the District finds that it is no longer necessary to protect the public interest or the privacy of an individual by keeping the minutes confidential. As to any previous minutes not released, the Board shall determine whether the need for confidentiality still exists as to those minutes. The Secretary, or designee, shall create and maintain a confidentiality log and record the status of the executive session minutes using the following classifications: (a) draft minutes not yet approved; (b) approved minutes not yet released to the public; (c) approved minutes released in part, but not in whole to the public; (d) approved minutes that have been released to the public; and, (e) whether the verbatim recording has been destroyed.
6. **MAINTENANCE AND PUBLIC RELEASE OF RECORDINGS AND ACCESS TO TAPES.** The verbatim audio recordings of executive sessions shall be maintained for at least eighteen (18) months after the executive session and shall not be released to the public unless such release is required by a court order or specifically authorized for release by a vote of the Board. Copies of such tapes will not be made or provided to anyone unless specifically authorized by a vote of the Board.
7. **PROCEDURE FOR DESTRUCTION OF RECORDINGS.** The Secretary, or designee is hereby authorized to destroy the audio recordings of those executive sessions for which:
  - A. The Board has approved the minutes of the executive sessions as to accurate content, regardless of whether the minutes have been released for public review;
  - B. More than eighteen (18) months have elapsed since the date of the executive session;
  - C. There is no court order requiring the preservation of such recording; and
  - D. The Board has explicitly passed a motion requiring the destruction of the verbatim recording of the executive session.

The Secretary shall designate in the confidentiality log the destruction of the audio recordings as authorized under this policy.

Reviewed and Adopted on September 9, 2025

**Ayes: (6)** D. Ower; T. Ewert; W. Torres, K. Smith; S. Latif  
**Nays: (0)** None  
**Absent: (0)** A. Onan

Trustee Ewert made a motion to adjourn, which was seconded by Trustee Latif. Upon the vote, the motion was carried unanimously.

X 

Karen L. Johnston  
Board Secretary