

Minutes

November 11, 2025- Board Meeting

On November 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 called the meeting to order at approximately 5:30 p.m. Upon the roll being called, Trustees Ower, Ewert, Torres, Smith, and Onan were present. Trustee Latif was absent. Also present were General Manager Jeremy Thompson, Administrative Assistant/Board Secretary Karen Johnston, and Attorney Bryan Winter. Present as guest speakers were Adam Hoover of Nimec, and Kaitlin Wright of Baxter and Woodman.

Chair Ruchti introduced Mr. Adam Hoover of Nimec and then turned the floor to him, as he was present to discuss the Community Solar Program.

Mr. Hoover was present to answer questions regarding the Community Solar program for energy savings for the District. The plan had been presented previously by General Manager Thompson. Mr. Hoover addressed the board's inquiries, including the early termination fee, which he confidently stated has never posed a problem for customers because of the savings involved. A discussion on this subject ensued. Mr. Hoover indicated that his subsequent action would be to solicit bids for the District, followed by the presentation of the final contract. Mr. Hoover left at 5:45 p.m.

Chair Ruchti then introduced Ms. Kaitlin Wright of Baxter and Woodman, present to discuss the State Revolving Fund Loan program, and Baxter & Woodman's proposal to incorporate Phase two of the Project Plan into the loan application for the funding of the 2026 water system improvements. Ms. Wright started off explaining the payment procedures of the loan program, addressing questions from the board regarding this subject.

Ms. Wright subsequently outlined the application process, detailing the projects that the District aims to complete. She spoke at length regarding the components that go into the application which includes but is not limited to, project designs and permits. She discussed the differences in the previous application for Phase I, and timeframes for completing the application. Discussion of this subject followed, and Ms. Wright left at 6:15.

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

- 5a) Approval of Regular Session Minutes of October 14, 2025
- 5b) Disbursements for November 2025
- 5c) Treasurer's Report for October 31, 2025
- 5d) Budget Report for October 31, 2025
- 5e) End of month October 31, 2025 Monthly Operation Summation

Trustee Ewert made a motion to use the consent agenda for items 5a through 5e, which was seconded by Trustee Torres. Chair Ruchti asked if any additional discussion was required, as there was none, and upon the following roll call vote, the motion was approved.

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

Chair Ruchti then indicated that he would entertain a motion to accept the consent agenda and read the items into the record. 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: (6) D. Ower; T. Ewert; W. Torres; K. Smith; A. Onan
Nays: (0) None
Absent: (0) S. Latif

OPERATIONS & MAINTENANCE ACCOUNT November 2025 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Oct-25	3,057.97
2921	Federal Withholding Taxes	Oct-25	3,634.95
2922	IL Department of Revenue	Monthly Remittance	924.63
2923	WI Department of Revenue	Monthly Remittance	954.52
7205	FICA Withholding Taxes (ER Portion)	Oct-25	3,057.97
7255	Correll Co.	Oct-25 Pension	6,918.56
7211	Commonwealth Edison	Oct-25 Electricity	91.27
7211	Direct Energy	Electricity	18,877.22
7215	Pace Analytical Services	Sample Testing	658.00
7221	Hawkins	Chlorine Shipment	2,187.60
7221	Nalco	Nalclear Shipment	5,916.08
7222	Ace Hardware	Misc. Supplies	154.14
7222	All Safe Industries	Misc. Supplies	423.34
7222	Amazon Capital Services	Misc. Supplies	463.41
7222	Cintas	First Aid Supplies	79.96
7222	McMaster-Carr	Misc. Supplies	57.98
7222	Napa	Misc. Supplies	312.98
7223	Boller	Replace Clarifier Bearings	4,100.00
7223	Kirchner	Fire Extinguisher Maintenance	238.25
7223	Krause Electric	Inspected & Repaired 2000 amp main	800.00
7223	Lakeland Larsen	Troubleshoot & repair elevator	645.00
7223	Reladyne	Misc. Supplies	579.40
7223	Sievert Crane & Hoist	2025 Annual Crane Inspection	1,376.00
7225	Buckeye Power Sales	Annual Maintenance Agreement	1,270.00
7225	Concentric Integration	Support Services	320.00
7225	Hansen Associates, Inc.	Dec-25 Copier Maintenance	65.00
7231	DeLage Financial	Dec-25 Copier Lease	161.76

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7232	AT&T	Telephone Service	1,149.53
7232	B2B Technologies	Updated Wifi Equipment & System	7,024.98
7232	Verizon	Telephone Service	639.55
7234	Amazon Capital Services	Office Supplies	9.48
7235	AARP - Health	Health Insurance - Diane Fragassi - Dec-25	479.00
7235	AARP - Prescription	RX Coverage - Diane Fragassi - Dec-25	89.20
7235	Blue Cross/Blue Shield	Dec-25 Health Insurance	15,233.37
7235	Cincinnati Life Insurance	Life Insurance	321.00
7235	EM Benefits(Delta Dental)	Dec-25 Dental/Vision	683.47
7235	Madison, Jim	Deductible Reimbursement	570.18
7235	Pintescu, Ioan	Deductible Reimbursement	65.15
7235	Principal Insurance	Dec-25 Disability/AD&D	803.06
7237	IL Section AWWA	A/B Water Operator Course	804.00
7238	AWWA	2026 Membership Renewal	424.00
7238	WaterISAC	Annual Membership Dues - 2026	650.00
7241	Your Payroll Dept.	Payroll Fees - Oct-25	224.80
7242	Fuqua Winter Ltd.	Legal Services - Oct-25	1,867.50
7243	Baxter & Woodman	Prof. Services - IEPA Loan Assistance	5,311.25
7247	Midwest Marine Contractors	FY26 Intake Inspection/Bent Monitoring	7,200.00
7251	Correll Co.	Investment Services	1,152.00
		Total	\$102,027.51

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	180.98
	Acct. 7234	Postage	30.99
	Acct. 7236	Transportation	174.22
	Acct. 7237	Meetings/Seminars	471.64
		Total First Bankcard	857.83
		Grand Total - Operations	\$102,885.34

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7300.41	Peterson Plumbing, Ernie	Replacement of Double Check to RPZ	10,500.00
		Total	\$10,500.00

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RESOLUTIONS

Attorney Winter explained that the following resolution supersedes Resolution No. 2025-11 approved at the October board meeting authorizing execution of engineering services agreement with Baxter & Woodman for the 2026 Water System Improvements Projects Discussion of this project followed.

**LAKE COUNTY PUBLIC WATER DISTRICT
RESOLUTION NO. 2025-12**

**A RESOLUTION AUTHORIZING EXECUTION OF ENGINEERING SERVICES AGREEMENT WITH
BAXTER & WOODMAN, INC. FOR 2026 WATER SYSTEM IMPROVEMENT PROJECTS**

WHEREAS, Baxter & Woodman Inc. has been providing services to prepare an IEPA Project plan, Design, bidding and loan application on behalf of the District;

WHEREAS, Baxter & Woodman, Inc. has submitted a 2026 Water System Improvement Projects Agreement, for services necessary to design and secure funding for Phases I & II of the IEPA Project Plan previously developed for the District, 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. That the terms of the 2026 Water System Improvement Projects Agreement are approved and agreed to by the District, a copy of the Agreement is attached hereto and marked as Exhibit "A".

SECTION 2. That the terms of the 2026 Water System Improvement Projects Agreement shall supersede and replace the Baxter & Woodman Amendment #1 Agreement, approved by Resolution at the District's October 14, 2025 meeting.

SECTION 3. That the District Chairperson is hereby authorized to execute the attached Agreement with Baxter & Woodman, Inc. in substantially the form attached hereto with such changes as may be approved by the officials executing same, the execution of which constitutes conclusive evidence of the approval of such changes.

SECTION 4. This Resolution shall be in full force and effect from and after this Resolution's passage and approval in the manner provided by law.



ATTEST:

LAKE COUNTY PUBLIC WATER DISTRICT

Michael B. Ruchti
Chair, Board of Trustees

Karen Johnston
Secretary

PRESENTED AND READ: November 11, 2025

PASSED AND APPROVED: _____

ROLL CALL VOTE:

Trustees voting aye: D. Ower; T. Ewert; W. Torres; K. Smith; A. Onan
Trustee voting nay: None
Trustees absent: S. Latif

MOTION CARRIED

Chair Ruchti asked for a motion to approve the resolution as presented. Trustee Ower made a motion to accept the policy, and approve the resolution as presented, which was seconded by Trustee Onan. 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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Ayes: (6) D. Ower; T. Ewert; W. Torres; K. Smith; A. Onan
Nays: (0) None
Absent: (0) S. Latif

UNFINISHED BUSINESS

- **2025 Intake Stone Placement** – The proposal from Clark Dietz for the intake stone placement project was included by General Manager Thompson. He indicated that he has approved and signed the proposal and, upon receiving the bidding documents, will proceed to apply for the necessary permits to initiate the bidding process. Discussion of this project followed.
- **Replacement of Main Plant Switch Gear** – General Manager Thompson stated that the replacement of the plant's main switch gear is set for Wednesday, November 5. Commonwealth Edison will commence a power shutdown at 9:00 a.m. to enable the completion of work by Krause Electric. Krause estimates that the process will take around two to three hours to complete.
- **Bond Interest Payment** – General Manager Thompson reported that the November 1, 2025 bond interest payment had been made on October 28, 2025 for \$5,445.00. He also indicated that the final payment is scheduled for May 1, 2026. The total amount payable at that time is \$330,000 for the principal and \$5,445.00 in interest. As this is the final payment, the board discussed the possibility of paying the remaining balance on the bonds. General Manager Thompson advised that there is no prepayment penalty should that happen. Discussion of this subject followed.

NEW BUSINESS

- **Roof Replacement Project** – General Manager Thompson indicated that he reached out to Clark Dietz to supply the District with a proposal for the front-end bidding documents required for the roof replacement project for the District. Clark Dietz previously provided the plans and specifications for the State Revolving Funds project, which includes front end contracts and bidding documents. Independent bidding requires the implementation of new front ends. Tom Foley from Clark Dietz submitted a proposal to the District that includes the front-end bidding documents and bidding assistance, with a total cost not to exceed \$4,000.00. General Manager Thompson stated that he approved and signed the proposal anticipating the arrival of the documents in November. Subsequently, Clark Dietz will oversee the bidding schedule and the bid opening in partnership with the District. Discussion of this subject followed.
- **Request for Proposal (RFP) Document for Auditing Services for Fiscal Year 2026** – Secretary Johnston with input from Attorney Winter prepared a request for proposal document for auditing services for fiscal year 2026. Trustee Ower made a motion to approve the issuance of an RFP for auditing services for fiscal year 2026, which was seconded by Trustee Ewert. Chair Ruchti asked if further discussion was required. As there was none, and upon the following roll call vote, the motion was passed.

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

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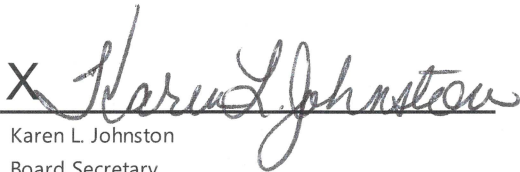
MISCELLANEOUS

- **Newspaper Articles** – Several articles were included in the board packet for the information of the board. One discussed the top three banks in the Chicago area, and the District utilizes one of them. The other article discussed the expansion of the Waukegan water plant and their desire to serve more customers.

Trustee Onan made a motion to move into executive session to discuss declassification of executive sessions minutes, 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.

* * * *EXECUTIVE SESSION* * * *

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

X 
Karen L. Johnston
Board Secretary