

Minutes

December 9, 2025- Board Meeting

On December 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 called the meeting to order at approximately 5:30 p.m. Upon the roll being called, Trustees Ower, Torres, Ewert, Smith, and Onan were present. Trustee Latif was absent at the opening, but arrived at 5:40. Also present were General Manager Jeremy Thompson, Administrative Assistant/Board Secretary Karen Johnston, and Attorney Bryan Winter.

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 November 11, 2025
- 5b) Disbursements for December 2025
- 5c) Treasurer's Report for November 30, 2025
- 5d) Budget Report for November 30, 2025
- 5e) Monthly Operation Summation as of November 30, 2025

Trustee Smith made a motion to use the consent agenda for items 5a through 5e, 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.

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

Trustee Latif arrived at 5:40 p.m.

Chair Ruchti then indicated that he would entertain a motion to accept the consent agenda and read the items into the record. Trustee Ewert 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.

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

Chair Ruchti then asked for a motion to approve and release the executive session minutes of the following:

May 14, 2024	September 27 2024
June 25, 2024	October 8, 2024 Session 1
August 13, 2024	October 8, 2024 Session 2
September 10, 2024, Session A	November 12, 2024
September 10, 2024 Session B	December 10, 2024
September 18, 2024	April 8, 2025
September 24, 2024	

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Trustee Onan made a motion to approve and release the executive session minutes 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.

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

OPERATIONS & MAINTENANCE ACCOUNT December 2025 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-25	3,164.86
2921	Federal Withholding Taxes	Nov-25	3,808.33
2922	IL Department of Revenue	Monthly Remittance	965.01
2923	WI Department of Revenue	Monthly Remittance	991.54
7205	FICA Withholding Taxes (ER Portion)	Nov-25	3,164.86
7255	Correll Co.	Nov-25 Pension	7,105.12
7211	Commonwealth Edison	Nov-25 Electricity	58.69
7211	Direct Energy	Electricity	17,303.87
7215	Pace Analytical Services	Sample Testing	183.00
7221	Hawkins	Chlorine Shipment	2,187.60
7221	Univar Solutions	Hydrofluosilicic Acid Shipment	7,173.00
7221	Usalco	Aluminum Sulfate Shipment	8,298.49
7222	Amazon Capital Services	Misc. Supplies	470.74
7222	Applied Technologies	Misc. Supplies	648.14
7222	Grainger, WW	Misc. Supplies	414.73
7222	Hach	Lab Supplies	402.90
7223	Amazon Capital Services	Maintenance Supplies	229.98
7223	Grainger, WW	Maintenance & Repairs - Heaters	1,181.88
7223	Novaspect	Maintenance & Repairs - Repl. Pump	2,045.17
7225	Concentric Integration	Support Services	240.00
7225	Hansen Associates, Inc.	Jan-26 Copier Maintenance	69.55
7225	Lakeland Larsen	1st Qtr. 2026 Elevator Maint. Agmt.	387.00
7225	NIR Roof Care	2026 Roof Care Plan	1,416.00
7231	DeLage Financial	Jan-26 Copier Lease	161.76
7232	AT&T	Telephone Service	977.22

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7232	Verizon	Telephone Service	596.01
7234	Amazon Capital Services	Office Supplies	66.31
7235	AARP - Health	Health Insurance - Diane Fragassi - Jan-26	479.00
7235	AARP - Prescription	RX Coverage - Diane Fragassi - Jan-26	89.20
7235	Blue Cross/Blue Shield	Jan-26 Health Insurance	15,233.37
7235	Cincinnati Life Insurance	Life Insurance	660.00
7235	EM Benefits(Delta Dental)	Jan-26 Dental/Vision	683.47
7235	IL Public Risk	1st Qtr. 2026 Work Comp	4,091.00
7235	Madison, Jim	Deductible Reimbursement	1,153.15
7235	Principal Insurance	Jan-26 Disability/AD&D	803.06
7241	Your Payroll Dept.	Payroll Fees - Nov-25	224.80
7242	Fuqua Winter Ltd.	Legal Services - Nov-25	2,947.50
7251	Correll Co.	Investment Services	735.00
		Total	\$90,811.31

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	300.74
	Acct. 7234	Postage	80.99
	Acct. 7236	Transportation	559.08
	Acct. 7237	Meetings/Seminars	462.57
		Total First Bankcard	1,403.38
		Grand Total - Operations	\$92,214.69

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MEETING DATE RESOLUTION:

The Resolution that follows was read by Chair Ruchti. The resolution was then discussed. Secretary Johnston reminded the board that the June meeting would be held on the third Tuesday of the month, rather than the second, to facilitate the completion of the fiscal year's final audit. Trustee Onan 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:

LAKE COUNTY PUBLIC WATER DISTRICT RESOLUTION NO. 2025-13

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT, Lake County, Illinois, that the regular monthly meetings of the Board of Trustees for the calendar year beginning January 1, 2026, be held 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, have been scheduled for the following days and dates:


Tuesday, January 13, 2026
Tuesday, February 10, 2026
Tuesday, March 10, 2026
Tuesday, April 14, 2026
Tuesday, May 12, 2026
Tuesday, June 16, 2026
Tuesday, July 14, 2026
Tuesday, August 11, 2026
Tuesday, September 8, 2026
Tuesday, October 13, 2026
Tuesday, November 10, 2026
Tuesday, December 8, 2026

BE IT FURTHER RESOLVED that public notice of the scheduled meetings shall be given by posting a copy at the office of the District, 500 -17th Street, Zion, Illinois, on the website of the District, and by publication thereof in the Daily Herald.




Karen L. Johnston
Secretary, Board of Trustees

LAKE COUNTY PUBLIC WATER DISTRICT


Michael B. Ruchti
Chair, Board of Trustees

PRESENTED AND READ: December 9, 2025
PASSED AND APPROVED:

ROLL CALL VOTE:

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

MOTION CARRIED

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

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UNFINISHED BUSINESS

- **State Revolving Fund (SRF) Loan Application** – The General Manager, Thompson, reported that a kickoff meeting occurred the day prior with representatives from Baxter & Woodman. General Manager Thompson indicated that one of the topics addressed during the meeting was the project's timeline. Following the meeting, the representatives conducted a tour of the plant to collect information for the project. Discussion of this subject followed.
- **2025 Intake Stone Placement** – General Manager Thompson indicated that he has obtained the permit drawings and front-end bidding documents for the intake stone placement project from Tom Foley at Clark Dietz. Mr. Foley has requested further detailed information concerning the stone placement from the divers who performed the inspection of the intake last July. General Manager Thompson provided this information last week. He stated that he was in the process of finalizing the permit application using the drawings provided by Mr. Foley, allowing the District to move forward with the bidding for this project. Discussion of this subject followed.
- **Community Solar Subscription** – General Manager Thompson spoke with Adam Hoover from NIMEC in mid-November. Mr. Hoover indicated that he currently has no information for the December meeting but expects to receive updates in January or February.
- **Roof Replacement Project** – General Manager Thompson indicated that he received the front-end bidding documents for the roof replacement project from Tom Foley at Clark Dietz last week. He is presently awaiting a response from Mr. Foley concerning the subsequent steps necessary to progress the project. General Manager Thompson anticipates providing further information in January.

NEW BUSINESS

- **Discussion of Annual Financial Reporting with Illinois State Comptroller's Office.**– General Manager Thompson stated that while preparing the Request for Proposal for auditing services, a question emerged concerning the District's adherence to the Illinois Comptroller's Office regulations. Attorney Winter contacted Lauterbach & Amen, an independent accounting and consulting firm, with which he has prior work experience, to prepare an engagement letter for assistance in evaluating the District's compliance with the regulations set forth by the Illinois Comptroller's Office. Jamie Wilkey from Lauterbach & Amen advised that this project should be carried out in two phases. Phase I will entail a collaboration between Lauterbach & Amen, the District, and the Comptroller's Office to ascertain compliance requirements. The possibility of a Phase II will be contingent upon the findings of the Comptroller's Office concerning compliance. Discussion of this subject followed.

Lauterbach & Amen has provided an engagement letter for the Phase I work, which will be charged at a rate of \$190.00 per hour until the services are concluded. The letter was signed by General Manager Thompson on Monday, December 1, and a copy has been included in the board packet. General Manager Thompson indicated that he and Secretary Johnston have been working together with Jamie Wilkey to provide her with the essential information needed to proceed with Phase I.

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MISCELLANEOUS

Trustee Smith made a motion to move into executive session to discuss personnel matters, which was seconded by Trustee Onan. Chair Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

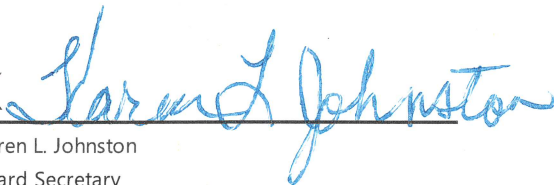
* * * EXECUTIVE SESSION * * *

Upon leaving executive session, Trustee Ewert made a motion to give the employees a bonus of \$700, grossed up for taxes, 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: (6) D. Ower; W. Torres; T. Ewert; K. Smith; S. Latif A. Onan
Nays: (0)
Absent: (0)

Trustee Torres 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