

**Minutes of the Regular Meeting
Of the Board of Trustees
Lakes Region Sanitary District
Thursday, June 8, 2017**

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1. CALL TO ORDER AND ROLL CALL

Mr. Hunter called the meeting to order at 7:01 p.m.

Roll Call: Present: Mr. Hunter, Mr. Gilsinger.

Also Present: Mr. Hartman, Ms. Brock, Mr. Bogolin, Ms. Frola, Mr. Hausherr, Mr. Haque.

2. AGENDA AMENDMENTS/APPROVAL

None.

3. APPROVE MINUTES OF THE:

a. MAY 30, 2017 REGULAR BOARD MEETING

District Manager Haque noted a mis-spelling in the minutes that would be amended.

Motion made by Mr. Hunter, seconded by Mr. Gilsinger, to approve the minutes of the May 30, 2017 Regular Board Meeting as amended. Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger. Nays: None. Motion carried.

4. APPROVE PAYMENT OF BILLS FROM THE:

a. OFF-CYCLE PAYMENTS FOR MAY 2017 / JUNE 2017

Motion made by Mr. Hunter, seconded by Mr. Gilsinger to approve payment of off-cycle checks from the General Fund for May 2017 / June 2017 in the amount of \$ 34,424.33. Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger. Nays: None. Motion carried.

b. SEWER CONSTRUCTION FUND FOR JUNE 2017

Motion made by Mr. Gilsinger, seconded by Mr. Hunter to approve payment of bills from the Sewer Construction Fund in the amount of \$ 8,743.63. Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger. Nays: None. Motion carried.

c. GENERAL FUND FOR JUNE 2017

Motion made by Mr. Gilsinger, seconded by Mr. Hunter to approve payment of bills from the General Fund in the amount of \$ 441,356.51. Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger. Nays: None. Motion carried.

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5. APPROVE MAY UNAUDITED FINANCIAL REPORTS

Trustee Hunter asked Finance Manager Gary Bogolin if the current reports were similar to those presented in April, indicating he had not received the May reports before the meeting. Finance Manager Bogolin responded that the reports were similar with the exception of the Year to Date figures, as our fiscal year begins May 1st there is only one month of figures to report.

Motion made by Mr. Gilsinger, seconded by Mr. Hunter, to approve the unaudited Financial Reports for May 2017. Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger. Nays: None. Motion carried.

OLD BUSINESS

6. DISTRICT MANAGERS REPORT

District Manager Haque stated he had only two items to update, given the short time since the previous Board meeting.

A meeting is scheduled with Baxter and the participating agencies regarding Baxter's connection to the Sanitary District on Monday, June 12, 2017.

District Manager Haque informed the Board that the Lake County Board intends to appoint Bruce L. Shrake as a member of the Lakes Region Sanitary District at the June 13, 2017 Lake County Board meeting.

At the request of Trustee Hunter, District Manager Haque gave a synopsis of Baxter's history with LRSD, the Villages of Round Lake and Fox Lake and Lake County regarding their sewer connection.

7. OPERATIONS & MAINTENANCE REPORT

Operations and Maintenance Manager Kevin Hausherr presented his report for May.

There were seven call outs this month which O & M Manager Hausherr reviewed for the Board. The most arduous was the power outage at the Remington lift station caused by AT & T hitting a power line and a gas line. The generator had to be run until power could be restored.

Operations & Maintenance Manager Hausherr explained the use of the SCADA system at the request of District Manager Haque. The Supervisory Control and Data Acquisition (SCADA) is a computer monitored alarm, response, control and data acquisition system used to monitor treatment processes and facilities such as lift

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needs. O&M Manager Hausherr stated use of SCADA has allowed staff to become more efficient and he is pleased with the change from the old system.

8. ATTORNEY'S REPORT

Attorney Jim Hartman presented his report.

35279 Wilson Road: Attorney Hartman reported he has sent a letter to Paul Fjellstedt, the owner of the property, concerning an illegal connection. Attorney Hartman spoke with Mr. Fjellstedt on May 18, 2018 at which time Mr. Fjellstedt stated he intends to pay the connection and back user fees at the time of the closing. Attorney Hartman will continue to follow up.

Prevailing Wage Ordinance: Every June the District is required to ascertain the prevailing rate of wages and, no later than July 15th of each year, file a certified copy of its determination. The ordinance is under Agenda Item #10.

Attorney Hartman updated the Board on pending litigation with customers.

9. ENGINEER'S REPORT – REVIEW STATUS OF PROJECTS

Engineer Lisa Brock presented Engineer Marcia McCutchan's report.

Remington Point North: Review letter issued for Plats 3 and 4 on 6/8/17. Engineer Brock stated that CalAtlantic is planning to modify the land plan. RHMG has the documentation for the IEPA permit application. District Manager Haque questioned how to proceed with the change as regards the Village of Fox Lake; CalAtlantic is looking to increase the allowable P.E. Trustee Hunter recommended contacting Village of Fox Lake Administrator Anne Marrin and sharing the documentation. District Manager Haque responded he would follow up with Ms. Marrin.

FY 2018 Cleaning & Televising Project: Pipe-View LLC has postponed this project until the week of June 12, 2017 due to internal issues.

Lake County Drainage Project – Rollins Road: This project was approved by the Board at the May Meeting. Due to contractual issues with Lake County it will have to be reapproved at the July Board meeting. The County is not willing to set a cap on the potential costs and this will require an updated contract that removes the cap provision.

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NEW BUSINESS

10. APPROVE ORDINANCE ADOPTING THE PREVAILING WAGE

Motion made by Mr. Gilsinger, seconded by Mr. Hunter, to approve Ordinance 2017-06-01, Prevailing Wage Ordinance. Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger. Nays: None. Motion carried.

11. APPROVE AGREEMENT WITH FSS TECHNOLOGIES FOR FIRE ALARM MONITORING

Both Trustees expressed concern over the 60 month length of the proposed contract. They felt with technology changing so quickly it would be beneficial for the District to have a shorter contract in the range of 36 months. Finance Manager Bogolin will contact FSS in regards to a shorter contract. Item was tabled pending further contact with FSS.

12. AUDIENCE COMMENTS

None present.

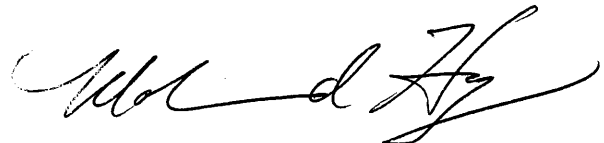
13. PRESIDENT'S COMMENTS

Trustee Hunter stated he felt the meeting with Baxter went well and he hopes to see progress in the near future.

Trustee Hunter would like members of the Board and some staff of LRSD to take a tour of the Northwest Regional Water Reclamation Facility. He felt it would be helpful to see how the system functions. He will arrange for the tour.

Motion made by Mr. Hunter, seconded by Mr. Gilsinger, to adjourn the Regular Meeting at 7:40 p.m. Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger. Nays: None. Motion carried.

Respectfully submitted,



Mohammed M. Haque, P.E.
District Manager

Accepted: *July 13, 2017*
Corrected: *July 13, 2017*