

**Minutes of the Regular Meeting
of the Board of Trustees
Lakes Region Sanitary District
Thursday, March 5, 2020**

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**1. OPEN REGULAR MEETING, CALL TO ORDER, ROLL CALL,
PLEDGE OF ALLEGIANCE**

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

Roll Call: Trustees Present: Mr. J. Kevin Hunter, Mr. Craig Gilsinger,
Mr. Bruce Shrake.

Also Present: District Financial Manager Mr. Gary Bogolin, Interim District
Manager Mr. Peter Kolb, RHMGE Engineer Mr. Steve Zamaites, Attorney Mr.
Scott Puma; representing Lake County Public Works: Assistant Director Mr. Joel
Sensenig.

2. PUBLIC COMMENTS

None.

3. AGENDA AMENDMENTS

None.

**4. APPROVE MINUTES OF FEBRUARY 4, 2020 REGULAR BOARD
MEETING**

*Motion made by Mr. Gilsinger, seconded by Mr. Hunter to approve the Minutes
of the February 4, 2020 Regular Board Meeting.*

Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.

Nays: None. Motion carried.

5. APPROVE PAYMENT OF BILLS FOR THE:

a. OFF-CYCLE PAYMENTS FOR FEBRUARY 2020

*Motion made by Mr. Gilsinger, seconded by Mr. Shrake to approve payment of
off-cycle checks from the General Fund for February 2020 in the amount of
\$12,420.26.*

Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.

Nays: None. Motion carried.

b. GENERAL FUND FOR FEBRUARY 2020

*Motion made by Mr. Gilsinger, seconded by Mr. Shrake to confirm payment of
bills from the General Fund for February 2020 in the amount of \$139,907.05.*

Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.

Nays: None. Motion carried.

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6. APPROVE UNAUDITED FINANCIAL REPORTS FOR JANUARY 2020.

Mr. Bogolin's reports were included in the Board Packets previously distributed.

Mr. Bogolin presented some additional comments regarding the transfer of receivables and liabilities to LCPW that changed how the balance sheet is presented. Mr. Hunter requested the written comments be sent to the Trustees.

Motion made by Mr. Gilsinger, seconded by Mr. Shrake, to approve the unaudited Financial Reports for January 2020.

*Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.
Nays: None. Motion carried.*

OLD BUSINESS

7. DISTRICT MANAGERS REPORT

- Baxter Healthcare activities since last board meeting;
 - February 7, 2020; Baxter Healthcare provided a report on calibration of their flow meter. The meter was within 0.012% of actual flow through the meter.
 - January flows were 200,563 gpd for a 26-day period they had flows, some days had no flow.
 - The next meeting will be held on March 18th at 9:00 AM at the Baxter pump station location.
- Robert Elbrecht w/Tri-State Realty, Inc. has erected a second sign on the north end of the property. The new sales price of \$1,159,000 has been updated on commercial databases and they are getting the word out to the market through direct mail, constant contact email list of prospective buyers and brokerage community, etc.
- Due to Baxter's position that supplemental connection fees are not applicable, LRSD cash flow has been significantly reduced with details previously provided to Trustees via e-mail. I called each Trustee with the recommendation to hold the final check transferring to LCPW the LRSD portion of user fees received in January (\$36,025) until the first tax receipt in June, to assist with cash flow thru that period. The consensus was to advise the County of our need to hold the last user fee payment until June, and I provided that notification.
- Gary has prepared a Draft Budget for FY2021 and the materials were sent to each Trustee via e-mail. We propose the following schedule for Budget approval as follows;
 - Discussion of Draft FY2021 Budget by the Board March 5th
 - Authorize 30 day posting of the Draft Budget March 6th – April 6th
 - Publish FY2021 Budget Public Hearing for April 7th
 - We recommend rescheduling the April Board meeting to Tuesday April 7th

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- Some dates to keep in mind are as follows:
 - LRSD Board meeting Tuesday April 7, 2020 – 7:00 PM
 - LRSD Board meeting Thursday May 7, 2020 – 7:00 PM
 - Policy meeting cancelled

8. ATTORNEY'S REPORT

Mr. Puma advised he had nothing additional to previous discussions.

9. ENGINEER'S REPORT – REVIEW STATUS OF PROJECTS

Mr. Zamaites' report was previously provided. No questions were asked.

10. CONSOLIDATION UPDATE

Mr. Sensenig indicated there was nothing new on the progress of the consolidation.

Mr. Sensenig mentioned the departure of LCPW Director Mr. Worden as of Friday, March 6, 2020; with Austin McFarland being appointed as Interim Director, as a nationwide search for a permanent replacement takes place.

11. APPROVE CONTRACT WITH LANDSCAPE CONCEPTS

Motion made by Mr. Shrake, seconded by Mr. Gilsinger, to approve the contract with Landscape Concepts.

Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.

Nays: None. Motion carried.

12. APPROVE IGA WITH FOX LAKE FIRE FOR STORAGE OF FIRE TRUCK

Mr. Hunter indicated Fox Lake approached him to discuss storage of a fire truck in our building. Fox Lake is not certain they will actually move on the request, the contract here is facilitate the move should they decide to do so.

Motion made by Mr. Gilsinger, seconded by Mr. Shrake, to approve the IGA with Fox Lake Fire for Storage of Fire Truck.

Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.

Nays: None. Motion carried.

13. PRESIDENTS COMMENTS

Things are really winding down, thanks to everyone for getting us to this point.

Motion made by Mr. Gilsinger, seconded by Mr. Shrake, to recess the Regular Meeting at 7:25 p.m. to enter into executive session to Discuss:

a. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to 5 ILCS 120/2(c)(1).

Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.

Nays: None. Motion carried.

Entered into executive session at 7:32 p.m.

14. EXECUTIVE SESSION

The regular meeting reconvened at 7:53 p.m.

Discussion regarding the further wind up of District activities, including possibly going to every other month meetings and how to pay bills.

15. ADJOURN

Motion made by Mr. Gilsinger, seconded by Mr. Shrake, to adjourn the Regular Meeting at 7:56 p.m.

Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.

Nays: None. Motion carried.

Respectfully submitted,


Craig Gilsinger
Vice-President

Corrected: -
Accepted: 04/07/20