

**Minutes of the Regular Meeting
of the Board of Trustees
Lakes Region Sanitary District
Tuesday, April 7, 2020**

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

Mr. Hunter called the meeting to order at 7:07 p.m.

Roll Call: Trustees Present: Mr. J. Kevin Hunter, Mr. Craig Gilsinger;
Present by teleconference call participation pursuant to IL Governor
Pritzker's Executive Order 2020-07: Mr. Bruce Shrake.

Also Present: District Financial Manager Mr. Gary Bogolin, Interim District
Manager Mr. Peter Kolb, Attorney Mr. Scott Puma; representing Lake County
Public Works: by teleconference call, Assistant Director Mr. Joel Sensenig.

**B. Open Public Hearing on FY 2021 Combined Annual Budget and Annual
Appropriation Ordinance**

a. Public Comments

No one present.

b. Closed Public Hearing at 7:12 p.m

No action was taken at the Public Hearing.

2. PUBLIC COMMENTS

No one present.

3. AGENDA AMENDMENTS

None.

4. APPROVE MINUTES OF MARCH 5, 2020 REGULAR BOARD MEETING

*Motion made by Mr. Gilsinger, seconded by Mr. Hunter to approve the Minutes
of the March 5, 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 MARCH 2020

*Motion made by Mr. Gilsinger, seconded by Mr. Hunter to approve payment of
off-cycle checks from the General Fund for March 2020 in the amount of
\$15,649.22.*

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

Nays: None. Motion carried.

b. GENERAL FUND FOR MARCH 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 \$32,494.50.*

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 FEBRUARY 2020.

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

Motion made by Mr. Gilsinger, seconded by Mr. Shrake, to approve the unaudited Financial Reports for February 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;
 - March 18, 2020; The Sewer Providers attended a site visit to the Baxter sewage ponds and pump station to inspect the operation of the facilities.
 - Gary Hanline provided information on the operation and recent construction of the cut-off wall, observation wells and stormwater outlet pipe.
 - There was no flow observed coming out of the outlet pipe at the time of our inspection. The only time Gary saw any flow was after a rain event which indicated that only groundwater was being discharged from this pipe, as per design. Gary did indicate that he could provide samples during discharges from the pipe to test for chlorides to see if there was anything coming from the pond and not just groundwater. Everyone was satisfied with the physical performance of the system
 - February average flows were 227,029 gpd, max flow was 256,700 gpd.
 - Flows will continue to be provided to Fox Lake on a monthly basis.

- Robert Elbrecht w/Tri-State Realty, Inc. indicated there is no news regarding inquiries on the sale of the building.

- We continue 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. We have advised the County of our need to hold the last user fee payment until June.

- We have a check signing resolution in place however we may wish to amend it given that it lists Gary as an approved check signor and specifically states "...the Financial Manager and any one of the Trustees shall review and sign checks...."

- We received notification from Holly Kim, Lake County Treasurer, that there is a possibility that property tax deadlines may be delayed because of COVID-19 impacts. This may delay the first distribution of property taxes to taxing districts. Ms. Kim believes that any extension of deadlines to pay must be accompanied by some sort of assistance to local governments to address their cash flow issues.

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- Some dates to keep in mind are as follows:
 - LRSD Board meeting Tuesday May 7, 2020 – 7:00 PM
 - LRSD Board meeting Thursday June 4, 2020 – 7:00 PM
 - LRSD Board meeting Thursday July 9, 2020 – 7:00 PM

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.

11. APPROVE FY 2021 COMBINED ANNUAL BUDGET AND ANNUAL APPROPRIATION ORDINANCE 2020-04-01

*Motion made by Mr. Gilsinger, seconded by Mr. Hunter, to approve FY 2021 Combined Annual Budget and Annual Appropriation Ordinance 2020-04-01.
Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.
Nays: None. Motion carried.*

12. APPROVE ANNUAL TAX LEVY ORDINANCE 2020-04-02

*Motion made by Mr. Gilsinger, seconded by Mr. Hunter, to approve the Annual Tax Levy Ordinance 2020-04-02.
Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.
Nays: None. Motion carried.*

13. APPROVE AMENDMENT TO EMPLOYMENT AGREEMENT

*Motion made by Mr. Gilsinger, seconded by Mr. Hunter, to approve the Amendment to Employment Agreement.
Roll call to the motion: Ayes: Mr. Hunter, Mr. Gilsinger, Mr. Shrake.
Nays: None. Motion carried.*

14. PRESIDENTS COMMENTS

These are unusual times. We will keep future meeting dates in place and review as they come up.

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15. ADJOURN

Motion made by Mr. Gilsinger, seconded by Mr. Hunter, to adjourn the Regular Meeting at 7:27 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: 06/04/20