

AN ORDINANCE REGARDING  
THE ORGANIZATION AND ADMINISTRATION  
LAKES REGION SANITARY DISTRICT  
LAKE COUNTY, ILLINOIS

2013 - 08 - 04

  
Image# 050487150003 Type: ORD  
Recorded: 08/19/2013 at 10:38:50 AM  
Receipt#: 2013-00056790  
Page 1 of 3  
Fees: \$29.00  
IL Rental Housing Fund: \$0.00  
Lake County IL Recorder  
Mary Ellen Vanderverter Recorder  
File **7027021**

**WHEREAS**, the **LAKES REGION SANITARY DISTRICT** (the "District") is a municipal corporation organized and existing pursuant to the Sanitary District Act of 1936, 70 ILCS 2805/0.1 et seq.; and

**WHEREAS**, the Board of Trustees of the District finds it necessary to set forth the organization and administration of the District.

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE LAKES REGION SANITARY DISTRICT, ILLINOIS**, as follows:

**SECTION 1: MEMBERSHIP**. The Board of Trustees shall consist of three (3) members, each appointed for a three (3) year term by the County Board of Lake County. Each member shall serve until a successor is chosen.

**SECTION 2: REGULAR MEETINGS**. The Board shall meet on the second Thursday of each month at the District headquarters, 25700 W. Old Grand Avenue, Ingleside IL, at 7:00 p.m.

**SECTION 3: SPECIAL MEETINGS**. Any member of the board may call for a special meeting upon a minimum of 48 hours advance notice, posted as required by the Illinois Open Meetings Act, 5 ILCS 120/1.01, et seq.

**SECTION 4: OFFICERS**. The officers of the District shall be President, Vice-President/Secretary, and Treasurer. The trustees shall annually elect officers at the May

MT.  
Lakes Region Sanitary Dist  
25700 W. Old Grand Ave  
Ingleside IL 60041-8524

Board meeting. The District Manager of the District shall serve as the Assistant Secretary and may execute documents in the absence of the Secretary.

**SECTION 5: COMPENSATION.** Each trustee shall receive the amount of \$3,600 per annum as compensation for the performance of their duties.

**SECTION 6: TRAVEL AND TRAINING EXPENSES.** All trustees and employees of the District shall be reimbursed for actual travel expenses, plus a per diem as allowed by the Internal Revenue Service for days when attending pre-approved seminars and educational meetings or when travel is required in fulfillment of their duties. All travel and training expenses should be pre-approved by the Board when possible.

**SECTION 7: DISTRICT MANAGER.** The Board shall appoint a District Manager who will serve as the Chief Executive officer of the District. The District Manager shall be responsible for the day-to-day operation of the District and all other employees of the District shall report to the District Manager. The District Manager shall:

1. Prepare, at the direction of the Board, the agenda for all meetings.
2. Keep the books and records of the District.
3. Ensure that the records of the District are kept in accordance with the Illinois Open Meetings Act and the Local Records Act.
4. Serve as the Freedom of Information Officer for the District.
5. In conjunction with the District's Financial Manager, prepare an annual budget for the District and file the approved budget with the Lake County Clerk as required by statute.

**SECTION 8: DISTRICT ENGINEER.** The Board shall approve a contract with an engineering firm to provide engineering services to the District, including the design and maintenance of the sanitary sewer system, filing of all necessary permits and approvals as

may be required by the U.S. Environmental Protection Agency, the Illinois Environmental Protection Agency, the County of Lake, and the Northwest Regional Water Reclamation Facility in connection with the operation of the District's sanitary sewer system.

**SECTION 9: DISTRICT ATTORNEY.** The Board shall retain an attorney for the District who shall represent the District in all legal proceedings, attend meetings, draft ordinances, review contracts and deeds and render such legal opinions as the Board and staff may require.

  
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**JAMES RAIHLE**, President, Board of Trustees, Lakes Region Sanitary District

**ATTEST:**

  
\_\_\_\_\_  
**KURT S. STIMPSON**, Clerk

	AYES	NAYS	ABSENT and/or NOT VOTING
James Raihle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kurt Stimpson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nancy Dague	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ADOPTED THIS** 8<sup>th</sup> **DAY OF** AUGUST, 2013

**PASSED:** AUGUST 8, 2013

**PUBLISHED:** N/A

**RECORDED:** AUGUST 19, 2013