



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

September 13, 2022

Present in person: Trustees: Timothy Brunn, Ken Michaels, John Ragland, Caretina Tellez, Jacob Mann
District Manager: Mohammed Haque; Superintendent: Luke Markko;
District Clerk: Deborah Martin; District Clerk In Training: Elisa Fisher

Others in person: Lauterbach & Amen LLP: Monica Adamski

President Michaels called the meeting to order at 7:29 p.m.

1. CALL TO ORDER:

Roll Call: Timothy Brunn – Present
Jacob Mann – Present
John Ragland – Present
Caretina Tellez - Present
Ken Michaels – Present

2. PLEDGE OF ALLEGIANCE:

Those present stood and pledged allegiance to the flag.

At this time, District President Michaels asked the Board if any Trustees objected to skipping to Agenda Item 10a so that Monica Adamski from Lauterbach and Amen, LLP could address the Board. With no objections, Ms. Adamski presented the annual Northern Moraine WRD audit for fiscal year ending April 30, 2022.

Ms. Adamski began her presentation by thanking District Staff for their cooperation in providing all the requested documents to help complete this audit. Ms. Adamski said our cooperation made the auditing job easier. Ms. Adamski referred the Board to one of the letters provided by Lauterbach and Amen that states if the auditors had any difficulty or disagreements with management, and in this case, L&A did not have any difficulties or disagreements with management. Ms. Adamski also went over the audit itself, stating that the auditors are giving an “unmodified opinion” this year which meant they found no difficulties and that no adjustments were required. Ms. Adamski went on to explain that all internal control testing showed no issues of concern. Ms. Adamski brought attention to the Management letter which she recommended the Board read because this letter is a high-level narrative of everything that happened in the fiscal year. She also showed the Board the financial statements and budget reports.

After Ms. Adamski’s presentation, the Board resumed the meeting with Agenda Item 3.

3. PUBLIC COMMENTS - none

4. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting August 9, 2022

Motion by Trustee Brunn to approve the Regular Meeting minutes of August 9, 2022, as presented.
2nd by Trustee Ragland

5 ayes 0 nays 0 absent

MOTION CARRIED



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5. TREASURER'S REPORT:

- a. Approval of the Monthly Treasurer's Report for month ending July 31, 2022

Treasurer Jacob Mann presented the monthly treasurer's report to the Board.

Motion by Mr. Ragland to approve the Treasurer's Report for month ending July 31, 2022, as presented.

2nd by Mr. Brunn

Roll Call: Timothy Brunn – Aye
Jacob Mann – Aye
John Ragland – Aye
Caretina Tellez - Aye
Ken Michaels – Aye

5 ayes 0 nays 0 absent

MOTION CARRIED

6. MANAGER'S REPORT:

Superintendent Markko reported to the Board that the Laboratory/Operator's position was filled by Emily Lecuyer. She has been working part time for the District for the past 4 years. She is scheduled to test for her Class 4 license in the next month.

7. TRUSTEE REPORTS:

Trustee Mann reminded the Board that Riverfest in Port Barrington is this weekend. District Manager Haque stated that the District is going to have a booth at the Fest and that Debi Martin and Elisa Fisher will be representing the District.

8. LEGAL BUSINESS – none

9. OLD BUSINESS – none

10. NEW BUSINESS:

- a. Acceptance of Annual Audit by Lauterbach & Amen, LLP

Motion by Mr. Brunn to Accept the Annual Audit as presented by Lauterbach & Amen, LLP for the Fiscal year ended on April 30, 2022

2nd by Mr. Ragland

Roll Call: Timothy Brunn – Aye
Jacob Mann – Aye
John Ragland – Aye
Caretina Tellez - Aye
Ken Michaels – Aye

5 ayes 0 nays 0 absent

MOTION CARRIED

- b. Approval of Pay Request #4 to Trine Construction

Motion by Mr. Brunn to approve Pay Request #4 to Trine Construction for the Holiday Hills/LeVilla Vaupell Sewer Extension – Phase 1 Project in the amount of \$791,436.06.

2nd by Mr. Mann

Roll Call: Timothy Brunn – Aye
Jacob Mann – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

5 ayes 0 nays 0 absent

MOTIONED CARRIED



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11. MISCELLANEOUS CORRESPONDENCE

a. MCCG Membership Meeting – Crandall’s in Hebron, IL – Wednesday, October 26, 2022

12. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills on the September 13, 2022, bill list as presented, in the amount of \$942,260.25.

2nd by Mr. Ragland

Roll Call: Timothy Brunn – Aye
Jacob Mann – Aye
John Ragland – Aye
Caretina Tellez – Aye
Ken Michaels – Aye

5 ayes 0 nays 0 absent **MOTION CARRIED**

13. OTHER BUSINESS -none

Vice President Ragland asked when the Board would address if stipends should be issued for Trustees to attend special events like conferences, special meetings, etc. District Manager Haque responded that he has asked the District Attorney to put together a Resolution to be presented at a future Board Meeting. Vice President Ragland stated that it would be good for the Board to participate in conferences concerning wastewater treatment so the Board could stay on top of the latest cutting-edge technologies in the industry. Vice President Ragland also brought to the Board’s attention that in the past Trustees would travel to Springfield and report back findings of the trip. President Michaels made comment on the information Manager Haque had provided concerning a new round of grants for the Unsewered Community Grant program.

ADJOURNMENT

Motion by President Michaels to adjourn the meeting at 7:50 p.m.
2nd by Ms. Tellez and unanimously approved on a voice vote