



NORTHERN MORAIN WASTEWATER RECLAMATION DISTRICT

113 Timber Trail, Island Lake, Illinois 60042

REGULAR MEETING MINUTES

November 8, 2022

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

President Michaels called the meeting to order at 7:32 p.m.

1. CALL TO ORDER:

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

2. PLEDGE OF ALLEGIANCE:

Those present stood and pledged allegiance to the flag.

3. PUBLIC COMMENTS – none

4. PRESENTATION & APPROVAL OF MINUTES:

a. Regular Meeting October 18, 2022

Motion by Trustee Ragland to approve the Regular Meeting minutes of October 18, 2022, as presented.
2nd by Trustee Brunn

4 ayes 0 nays 0 absent

MOTION CARRIED

5. TREASURER'S REPORT:

a. Approval of the Monthly Treasurer's Report for month ending September 30, 2022

Motion by Mr. Ragland to approve the Treasurer's Report for the month ending September 30, 2022, as presented.

2nd by Mr. Brunn

4 ayes 0 nays 0 absent

MOTION CARRIED

6. MANAGER'S REPORT:

District Manager Mohammed Haque reported to the Board that he met with Lakemoor Village Administrator, Todd Weihofen. Mr. Weihofen advised that the Woodman's easements were going to be sent over in the next few weeks. Mr. Weihofen also advised that there are a few different projects under review; Taco Bell will be opening soon, a car dealership is opening where Skipper Buds used to be, but this is not in the District's service area, lastly, there will be a dispensary opening in one of the Woodman's outlots. Mr. Weihofen also stated that Advocate is doing preliminary work on their outpatient center that will be built in Lakemoor. Vice President Ragland asked if the Board could get a list of conferences that staff will be attending in 2023.



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7. TRUSTEE REPORTS:

President Michaels relayed to the Board that Treasurer Jacob Mann resigned and stated that his resignation was due to potential conflict of his new job obligations. The Board discussed looking for a new trustee from Port Barrington after the Holidays. It was also discussed if the Board wanted to open a trustee position to Holiday Hills instead of Port Barrington. President Michaels stated he would look at the wording of the state statute and would report his findings to the Board.

8. LEGAL BUSINESS- none

9. OLD BUSINESS – none

10. NEW BUSINESS:

a. Approval Payment Request #6 by Trine Construction for the Holiday Hills Project

Motion by Mr. Ragland to approve Payment Request #6 by Trine Construction for the Holiday Hills/ Le Villa Vaupell Sewer Extension – Phase 1 Project in the amount of \$480,185.27.

2nd by Mr. Brunn

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

4 ayes 0 nays 0 absent

MOTIONED CARRIED

b. Approval of Resolution Authorizing Purchase of a Generator

Mr. Ragland asked if the board was going to meet the bid threshold of \$40,000, since this replacement is for \$50,665, Manager Haque stated no, and that this resolution would accept the bids provided by Cummins and cover the purchase of a generator from a single source, Cummins. This is the reason why this being brought to the board. This is an emergency situation and the Cummins generator is what the District has standardized on.

Mr. Brunn asked if the District could buy additional backup generators because of the long lead time. Manager Haque stated that the generators are not all the same size, or the same type. However, the District will purchase generators for lift stations #3 and #4 and that these generators are interchangeable. Mr. Brunn asked if the old generators could be used as a backup if the District needed to, Manager Haque stated that this was not possible. Manager Haque also advised the board that the generators are on a 52-week delay and that the Holiday Hills generator has a lead time of over 60 weeks. He stated that this is an industry wide issue, the demand for generators has not been able to catch up.

Mr. Ragland asked about the total of the quote and Manager Haque explained that \$46,315.00 is the generator price and \$4,350.00 is the price for paint which comes to a total of \$50,665.00.

Motion by Mr. Ragland to approve a Resolution approving a Quote to Authorize Acquisition of a Generator in the amount of \$50,665.00.

2nd by Mr. Brunn

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

4 ayes 0 nays 0 absent

MOTIONED CARRIED



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c. Approval of District Insurance Policy Renewals

Motion by Mr. Brunn to approve policy agreements with Illinois Counties Risk Management Trust for Property, Liability, Automobile, Crime, and Inland Marine Coverage for an amount of \$40,005 from December 1, 2022, to December 1, 2023; CFC Underwriting / Lloyds for Cyber Liability Coverage for an amount of \$3,212 from December 1, 2022, to December 1, 2023; Illinois Public Risk Fund for Workers Compensation Insurance for \$19,990 from January 1, 2023, to January 1, 2024; and Corkill Insurance for an Agency Fee of \$8,000 from December 1, 2022, to December 1, 2023, and to authorize the District Manager execute agreements to bind coverage.

2nd by Trustee Tellez

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

4 ayes 0 nays 0 absent

MOTIONED CARRIED

d. Approval of Employee Health Insurance Coverage Renewal

Motion by Mr. Ragland to approve the quote received from BlueCross BlueShield of Illinois for employee health insurance coverage and approve a resolution authorizing the District Manager to execute documents for employee health insurance coverage with BlueCross BlueShield of Illinois' P5E1PPO plan for the one year period beginning January 1, 2023 with a monthly premium of \$17,096.25, based on the quoted employee census and authorize the District Manager to approve additional premium fees of up to 10% due to personnel changes during the coverage period.

2nd by Mr. Brunn

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

4 ayes 0 nays 0 absent

MOTIONED CARRIED

e. Adoption of an Ordinance setting the 2022-23 Tax Levy

Motion by Mr. Brunn to Adopt the 2022-23 Tax Levy Ordinance, setting the Levy at \$89,830.36.

2nd by Ms. Tellez

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

4 ayes 0 nays 0 absent

MOTIONED CARRIED

f. Approval of Change Order #2 for the Holiday Hills Project

Motion by Ms. Tellez to approve Change Order #2 from Trine Construction for the Holiday Hills Sewer Extension Project for a credit in the amount of (\$62,674.60).

2nd by Mr. Ragland

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

4 ayes 0 nays 0 absent

MOTION CARRIED



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11. MISCELLANEOUS CORRESPONDENCE

- a. MCCG Annual Holiday Dinner – Galati’s Hideaway in Cary, IL – Wednesday, December 14, 2022

12. APPROVAL OF BILLS

Motion by Mr. Brunn to approve payment of bills on the November 8, 2022, bill list as presented, in the amount of \$658,407.28.

2nd by Ms. Tellez

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

4 ayes 0 nays 0 absent

MOTION CARRIED

13. OTHER BUSINESS -none

- a. Executive Session

Motion by President Michaels to go into Executive Session to discuss personnel issues.

2nd by Mr. Ragland

Unanimously approved on a voice vote.

MOTION CARRIED

Regular Session ended at 7:53 pm
Executive Session ended at 8:02 pm
Regular Session reconvened at 8:02 pm

President Michaels stated that no Board action was taken in the Executive Session concerning personnel matters.

Motion by President Michaels to authorize the District Manager to enter into a Professional Services Agreement with Trotter and Associates for a IEPA Class One Operator.

2nd by Mr. Ragland

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

4 ayes 0 nays 0 absent

MOTION CARRIED

ADJOURNMENT

Motion by Mr. Michaels to adjourn the meeting at 8:03 p.m.

Unanimously approved on a voice vote